

Special Flight Permits

Boston Flight Standards Office AFG-BOS-FSDO-61

On-Line Application, AWC Applicant Portal

1. Access Portal Link: <https://awc.faa.gov/AWCExternalApplicant/>

Airworthiness Certification (AWC) - Applicant Portal

AWC External

Warning -- Warning -- Warning
Only Authorized Users May Use This System

System Use Notice

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

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2. Log In

Airworthiness Certification (AWC) - Applicant Portal

Login

*User Name (or email):

*Password:

☐ Show Password

Links

New User Sign-Up

Forgot Password

System Requirements

3. Create Special Flight Permit

Airworthiness Certification

My AWC Search Reports My Profile

CREATE APPLICATION

- ▶ New Application
- ▶ Replacement Certificate
- ▶ Amended Certificate
- ▶ Exchange Certificate
- ▶ Special Flight Permit
- ▶ Special Flight Authorization - New
- ▶ SFA-Update Blanket Authorization
- ▶ Multiple Certificates

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4. Answer SFP Question

Airworthiness Certification (AWC) - Applicant Portal

My AWC Search Reports My Profile

SFP Questionnaire

Production Flight Test and/or Customer Demonstration Flight: ☐ Yes ☒ No

Save Save & Next Reset

5. Aircraft Description– Insert Registration number in Drop down and required data should populate-Correct if required.

Aircraft Info **Certificate Requested** **Flight Info**

✓ SFP Questionnaire ✗ Certificate Requested ✗ Flight Desc/Crew
✓ Aircraft Description ✗ Applicability/Restrictions
✗ Aircraft Location

SFP Aircraft Description

Please contact the FAA Aircraft Registry to correct any errors in aircraft-related data.

*Registration Mark: N 781SW

*Aircraft Make: PIPER

*Aircraft Model: PA-28-180

*Serial Number: 28-4058

SFP Owner Information

*Name: Thomas, Pilot, E.

*Address (1): 123 Mockingbird Lane

Address (2):

*City: MILLSTONE TOWNSHIP

*State: New Jersey

*Zip Code: 08535 - 9421

*Country: United States

Save Save & Next Reset

6. Complete all information in categories with **RED X** next to them, each has a list of questions

Note: All required information is self-explanatory and may take some research to acquire.

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7. Aircraft Location

✓ Aircraft Info	! Certificate Requested	! Flight Info
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✗ Certificate Requested	✗ Flight Desc/Crew ✗ Applicability/Restrictions

Aircraft Location

Facility Name:

Nearest Airport Name:

*Address(1):

Address(2):

*City:

*State:

*Zip Code: -

*Country:

Facility POC:

POC Phone Number: ext

Directions:
(if needed)

8. Choose Special Flight Permit Operations from Drop-down

✓ Aircraft Info	✓ Certificate Requested	! Flight Info	! Designee
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✗ Flight Desc/Crew ✗ Applicability/Restrictions	Document ✗ Designee/C

SFP Airworthiness Certificate

*Special Flight Permit Operations:

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9. Flight destination and Crew Requirements


✓ Aircraft Info	✓ Certificate Requested	➤ Flight Info
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desc/Crew ✗ Applicability/Restrictions

Flight Description


*From: PHL

*To: ILG 

Via: 

*Departure Date: 12/03/2019 

*Duration: 1.0 hours

*Crew: Pilot X 


Save Save & Next Reset

10. Document Airworthiness Issues and Restriction during flight (if any)

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desc/Crew ✓ Applicability/Restrictions

SFP Applicability and Restrictions

*Does not meet the applicable airworthiness requirements as follows:

Gear will not retract 

*These restrictions are considered necessary for safe operation:

Flight must be accomplished in gear down condition with gear lock down pins in place IAW Piper PA-28-180 Maintenance manual, chapter 32.

Save Save & Next Reset

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11. **Select Designee that you wish to complete the task or select none and one will be assigned**

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info	✓ Designee	! Review/Approval
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desc/Crew ✓ Applicability/Restrictions	Document ✓ Designee/ODA	✗ Certification ✗ Review Change Status

[Designee/ODA](#)

[Export To Excel](#) [Export to PDF](#)

Drag a column header and drop it here to group by that column

Full Name	Designee Number	Designee Type	Status	Action
Scott E Coyne	620391680	DAR-F	Selected	

Page 1 of 1 10 items per page 1 - 1 of 1 items

*Are you requesting a: ☒ Designee ☐ ODA ☐ None

Note: This is a request and will be taken under consideration by the FAA. Circumstances may require the FAA to assign your application to another Designee or an FAA ASI.

Search for a designee using at least one of the following search criteria.

Designee Type:

Designee First Name:

Designee Last Name:

Designee Number:

12. **Attached Documents as required**

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info	✓ Designee	! Review/Approval
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desc/Crew ✓ Applicability/Restrictions	Document ✓ Designee/ODA	✗ Certification ✗ Review Change Status

[Project Documents](#)

Please consult 8130.2 to confirm which documents are required for this application type.

*Document Type:

*Attach File:

190329093617_0001.pdf 22.36 KB

Note: Maximum allowed file size is 60 MB.

[Export To Excel](#) [Export to PDF](#)

Drag a column header and drop it here to group by that column

Document Type	Attachment	Action
FAA Form 8130-6: Unsigned		

Page 1 of 1 10 items per page 1 - 1 of 1 items

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13. Add Applicant Information, Owner or Agent, Date and Name

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info	✓ Designee	Review/Approval
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desco/Crew ✓ Applicability/Restrictions	Document ✓ Designee/ODA	✓ Certification ✗ Review Change Status

Applicant Certification
*Application Date: 12/03/2019
*First Name: Joe
Middle Name:
*Last Name: Repair
*Title: Agent

14. All Categories must have Green prior to submitting the application

15. Once all categories are Green, data must be reviewed carefully prior to submitting.

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info	✓ Designee	Review/Approval
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desco/Crew ✓ Applicability/Restrictions	Document ✓ Designee/ODA	✓ Certification ✗ Review Change Status

- SFP Questionnaire
Production Flight Test and/or Customer Demonstration Flight: No
+ Certificate Requested
+ Aircraft Location
+ Special Flight Purpose
+ Documents
+ Designee/ODA
+ SFP Certification

Office Information
*Select FAA Office: FSDO Office [Look Up Office Information](#)
*State: Pennsylvania
*FSDO Office: Philadelphia
☐ I have reviewed all the information in this application and am ready to submit.

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The Administrator may require the applicant to make appropriate inspections or test necessary for safety. (This means an FAA certificated Airframe and Power Mechanic or Part 145 Repair Station will need to inspect the aircraft prior to flight).

At the request of the applicant, the Ferry Permit may be transmitted via FAX.

The aircraft operator must display, in the aircraft, the current Airworthiness Certificate and the Special Flight (Ferry) Permit along with its operating limitations.

For additional information, please refer to 14 CFR [Part 21.197](#) or your local FSDO.

SFPs (Ferry Permits) for purposes other than production flight testing and customer demonstration flights **will be issued by the FSDO geographically responsible for the area in which the flight is to originate.**

If you reside in the Boston District Office area, call the Boston Flight

Standards District Office at (781) 238-7500. *Reference: FAA Order 8130.2J, Chapters 18.*