



U.S. Department
of Transportation
Federal Aviation
Administration



CARES

CIVIL AVIATION REGISTRY ELECTRONIC SERVICES

User Guide

Version 1.2

June 2023

Revisions

UNCONTROLLED COPY WHEN DOWNLOADED

Check the revisions on this page to verify that this is the correct version before use.

Version 1.2 June 2023

Rev.	Date	Reason/Description For Changes	Revised By	Sections Affected
1	Jan 25, 2023	Corrected screengrabs	ISDJ	05 Manage Aircraft Registration (p 54)
2	Mar 6, 2023	+3 new sections: 09 Register Light Sport, 10 Register Amateur Built, 11 Register Unmanned Aircraft System (UAS) Various layout, grammar, and design changes	CARES ISD Team	Sec. 09, 10, 11 All
3	June 21, 2023	+3 new sections: 12 Create Company Account: Corporation, 13 Create Company Account: LLC, 14 Register Company Aircraft	CARES ISD Team	Sec. 12, 13, 14



Contents

Select a topic below to navigate to the step-by-step instructions:

01 Sign Up for Individual CARES Account

This user guide will show you how to access CARES Home Page and Select Sign Up/Register, verify your Identity Using Last 4 Digits of Social Security Number (SSN) or gov-ernment Issued ID and smart phone

02 First Time Sign In and Complete Profile

This user guide will show you how to activate your My Access account, setup Multifactor Authentication (MFA), and complete your CARES profile

03 Reset Password

This guide covers the steps a user will take to reset a forgotten or lost CARES system password. Use this guide before calling the FAA Help Desk if you do not know your CARES password

04 CARES User Interface

This guide provides a visual reference of CARES screens, buttons, icons, and other regis-try actions users can initiate in CARES

05 Manage Aircraft Registration

This guide will show you how to request, view, and/or download aircraft records and renew an aircraft registration

06 Aircraft Registration - Individual

This user guide will show you how to navigate to Aircraft Services, provide aircraft information (make, model, serial number), provide bill of sale and supporting documents, request N-Number services, and sign with DocuSign

07 N-Numbers

This guide will show you how to locate aircraft information using an N-Number, request to reserve an N-Number, and request N-Number services through faa.gov/registry

08 Register Aircraft - Light Sport

This guide demonstrates how to register a single light sport aircraft

09 Register Aircraft - Amateur Built

This user guide demonstrates how to register a single amateur built aircraft

10 Register Unmanned Aircraft System (UAS)

This guide demonstrates how to register a single Unmanned Aircraft System (UAS)

Appendix

1 Aircraft Registration Documents Table

This guide explains the documents and forms required for aircraft registration in CARES or at [FAA Registry Services](#)



UNCONTROLLED COPY WHEN DOWNLOADED

Contents

Select a topic below to navigate to the step-by-step instructions:

11 Create CARES Company Account: Corporation

This user guide will show you how to create a company account in CARES using a Corporation Profile

12 Create CARES Company Account: LLC

This user guide will show you how to create a company account in CARES using a Limited Liability Corporation (LLC) Profile

13 Register Company Aircraft

This guide covers the steps a user will take to register an aircraft under a Company Account in CARES

Appendix

1 Aircraft Registration Documents Table

This guide explains the documents and forms required for aircraft registration in CARES or at [FAA Registry Services](#)

UNCONTROLLED COPY WHEN DOWNLOADED



01

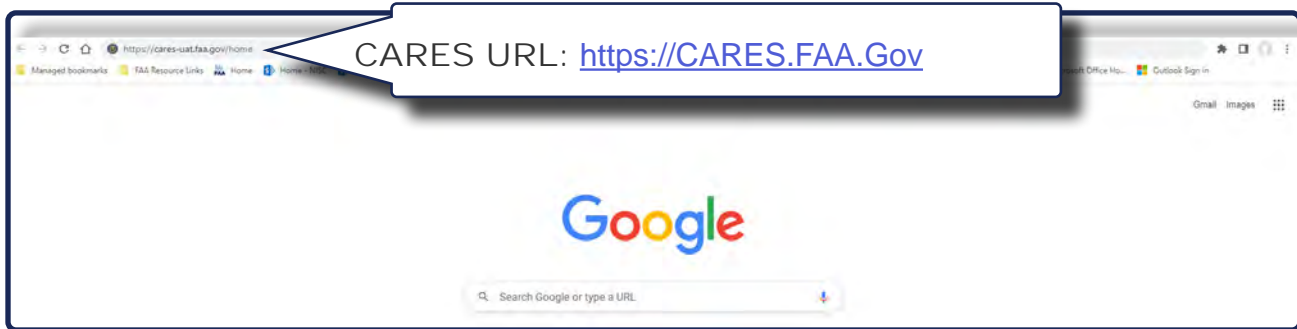
Sign up for Individual CARES Account



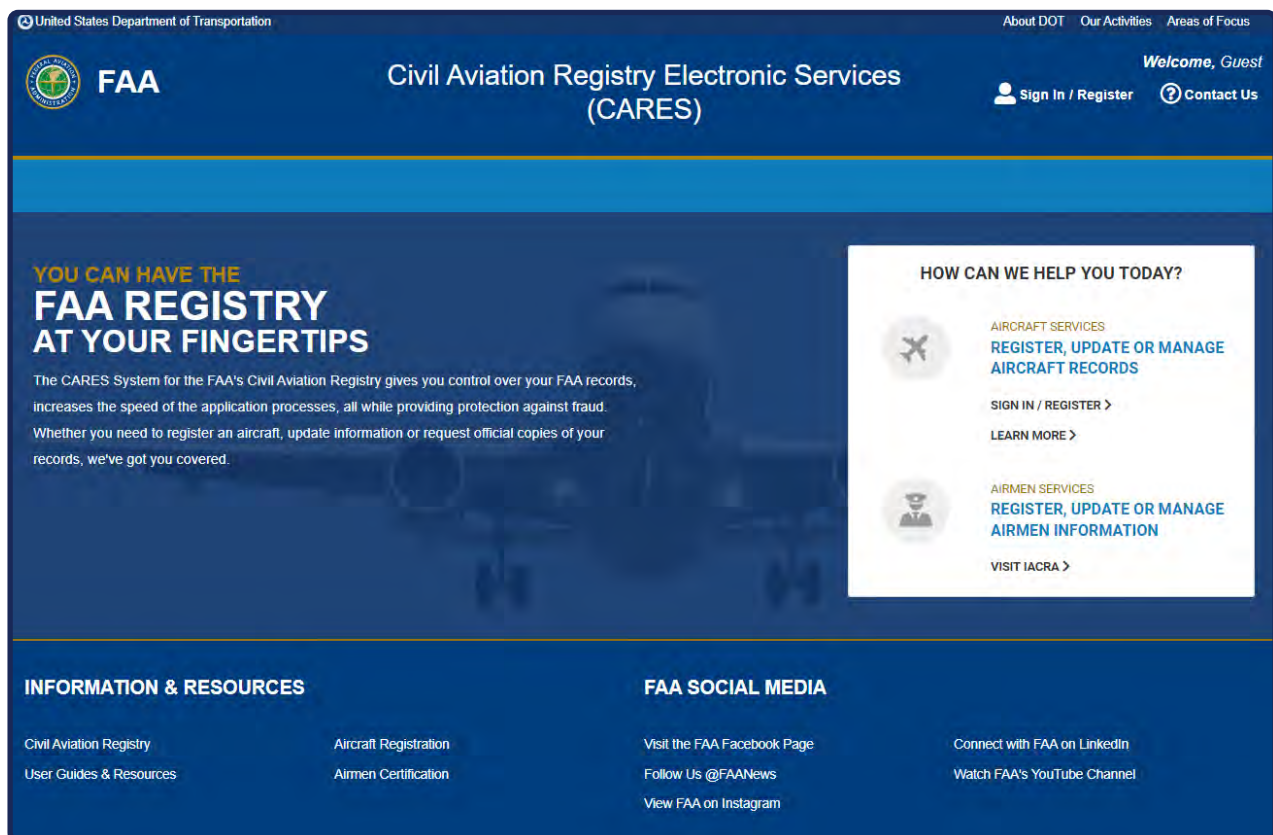
UNCONTROLLED COPY WHEN DOWNLOADED

Access CARES Home Page and Sign Up

- 1 Type the URL **CARES.FAA.GOV** into your web browser then press the **ENTER** key on your keyboard:



- 2 The CARES homepage appears. Select **Sign in/Register**:




UNCONTROLLED COPY WHEN DOWNLOADED



- 3 The **Welcome to FAA's MyAccess** login message appears. To sign up for a new CARES account, Select the **Register for an external account** button:

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign in below
First Time Here? Activate an existing external account
New User? Register for an external account



Sign in using MyAccess

Email Address

☐ Remember me

Next

OR

Continue with DOT/FAA PIV

Continue with Federal CAC/PIV

Don't have an account? Sign up

[Need help signing in?](#)

NOTE

You can also select the **Don't have an account? Sign up** button to create a new CARES account.

UNCONTROLLED COPY WHEN DOWNLOADED



- 4 The **MyAccess External User Registration** page appears. Type your first and last name, and your email address in the required fields:

The screenshot shows the FAA MyAccess External User Registration page. The page header includes the FAA logo, the title "MyAccess External User Registration", and a "Contact" link. Below the header, there are links for "How we protect your privacy" and "Registration Help". The main content area contains a disclaimer, a warning for federal employees, and a dropdown menu for selecting the application. An orange callout box highlights the registration form fields, which include:

- * You are registering for the access to the application: Civil Aviation Registry Electronic Services (CARES)
- * First Name: [Text Field]
- Middle Name: [Text Field]
- * Last Name: [Text Field]
- Suffix: [Dropdown Menu: Select suffix]
- * Email Address: [Text Field]

Below the form fields, there is a section for Identity validation with two radio button options:

- ☒ Last 4 digits of your SSN
- ☐ Capture Government issued ID document using mobile phone

At the bottom of the form, there is a checkbox for "I'm not a robot" and a reCAPTCHA logo with links for "Privacy" and "Terms". A "Submit" button is located at the bottom left of the callout box.

UNCONTROLLED COPY WHEN DOWNLOADED



Verify Identity - Last 4 of your Social Security Number

NOTE

The easiest and quickest way to verify your identity is to use the last 4 digits of your Social Security number (SSN). For instructions on verifying your identity with government issued ID and mobile phone, follow the instructions on **pages 9-17** of this guide.

- 5 Select the Last 4 digits of your SSN button, then select the I'm not a robot reCAPTCHA check-box. When complete, select the Submit button:

FAA MyAccess External User Registration

How we protect your privacy Registration Help

1 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. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following: (1) You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful government purpose, the government may monitor, intercept, and search and seize any communications or data transiting or stored on this information system. (2) Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.

2 Please do not proceed if you are a Federal credentialed employee or contractor.

3 Law Enforcement and Applicants who have Opted out of the Public Data will not be able to validate their identity until they Opt in.

* You are registering for the access to the application

UAT- Civil Aviation Registry Ele...

* First Name: John Middle Name:

* Last Name: Smith * Email Address: jsmith@gmail.com

Select the option below for your identity validation

[Last 4 digits of your SSN](#)

* Email Address:

Select the option below for your Identity validation

☒ Last 4 digits of your SSN

☐ Capture Government issued ID document using mobile phone

☐ I'm not a robot

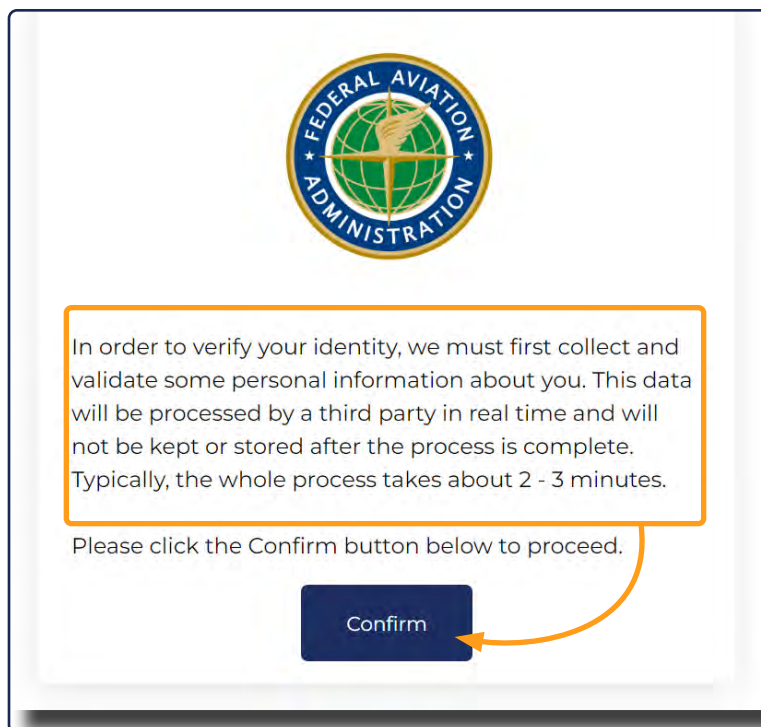
reCAPTCHA Privacy - Terms

Submit

UNCONTROLLED COPY WHEN DOWNLOADED



- 6 A popup appears, stating personal information will be collected to verify identity but will not be stored. Select the **Confirm** button to continue:



UNCONTROLLED COPY WHEN DOWNLOADED



- 7** The identification validation window appears. Type your information into the required fields:
- a** Full Name
 - b** Residential address
 - c** Mobile phone
 - d** Date of Birth
 - e** Last 4 Social Security Number

When complete, select the **Confirm Information** button:

In order to validate your identity, we need to collect some information about you. This information will not be saved or stored.

Full Name *

Residential Address *

[Edit](#) [Add Apt/Suite/P.O. Box #](#)

[Enter address manually](#)

Mobile phone *

Date of Birth *

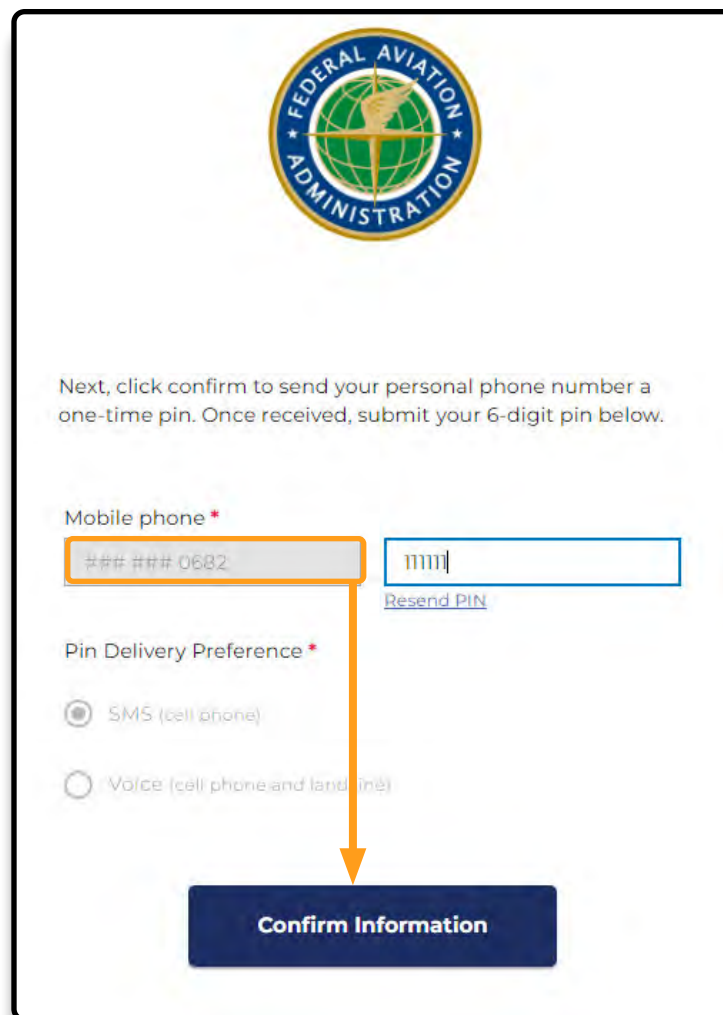
Last 4 Social Security Number *

Confirm Information

UNCONTROLLED COPY WHEN DOWNLOADED



- 8 On the following screen, type your mobile phone number into the field provided, then select the **Confirm Information** button to receive a pin number via text message:



The screenshot shows the FAA's account setup interface. At the top is the Federal Aviation Administration logo. Below it, a text instruction reads: "Next, click confirm to send your personal phone number a one-time pin. Once received, submit your 6-digit pin below." The form contains two main sections. The first is labeled "Mobile phone *" and includes a text input field with a placeholder "###-###-0682" (highlighted with an orange border), a second text input field with a placeholder "111111", and a blue link labeled "Resend PIN". The second section is labeled "Pin Delivery Preference *" and features two radio button options: "SMS (cell phone)" which is selected, and "Voice (cell phone and land line)". At the bottom of the form is a large blue button labeled "Confirm Information". An orange arrow points from the "Mobile phone" input field down to the "Confirm Information" button.

UNCONTROLLED COPY WHEN DOWNLOADED



- 9 When you receive the text message, type the PIN into the field provided, then select the **Confirm Information** button:

Next, click confirm to send your personal phone number a one-time pin. Once received, submit your 6-digit pin below.

Mobile phone *

###-###-0682

####

[Resend PIN](#)

Pin Delivery Preference *

☒ SMS (cell phone)

☐ Voice (cell phone and land line)

Confirm Information

NOTE

When the PIN is confirmed, a success message will appear, and you will receive an email with steps to continue the sign up process. Refer to the **CARES First Time Sign In and Complete Profile** user guide for more information.

UNCONTROLLED COPY WHEN DOWNLOADED



Verify Identity - Government ID and Mobile Phone

1 If you choose to use your Government identification (rather than the last 4 of your SSN), on the **MyAccess External User Registration** page:

- a** Select the **Capture Government issued ID document** radio button
- b** Select the **I'm not a robot** reCAPTCHA
- c** Select the **Submit** button:

NOTE

Government issued ID types are: driver's licence, passport, or Government issued identification card

FAA MyAccess External User Registration

How we protect your privacy Registration Help

1 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. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following: (1) You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful government purpose, the government may monitor, intercept, and search and seize any communications or data transiting or stored on this information system. (2) Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.

2 Please do not proceed if you are a Federal credentialed employee or contractor.

3 Law Enforcement and Applicants who have Opted out of the Public Data will not be able to validate their identity until they Opt in.

You are registering for the access to the application

Select the option below for your Identity validation

☐ Last 4 digits of your SSN

a ☒ Capture Government issued ID document using mobile phone

b ☐ I'm not a robot


c

reCAPTCHA Privacy Terms

UNCONTROLLED COPY WHEN DOWNLOADED



2 In the popup that appears, select your country from the drop-down menu, then select the **Confirm Information** button:



In order to verify your identity, we must first collect and validate some personal information about you. This data will be processed by a third party in real time and will not be kept or stored after the process is complete. Typically, the whole process takes about 2 - 3 minutes.

Please select your country below to begin the identity proofing process.

Country *

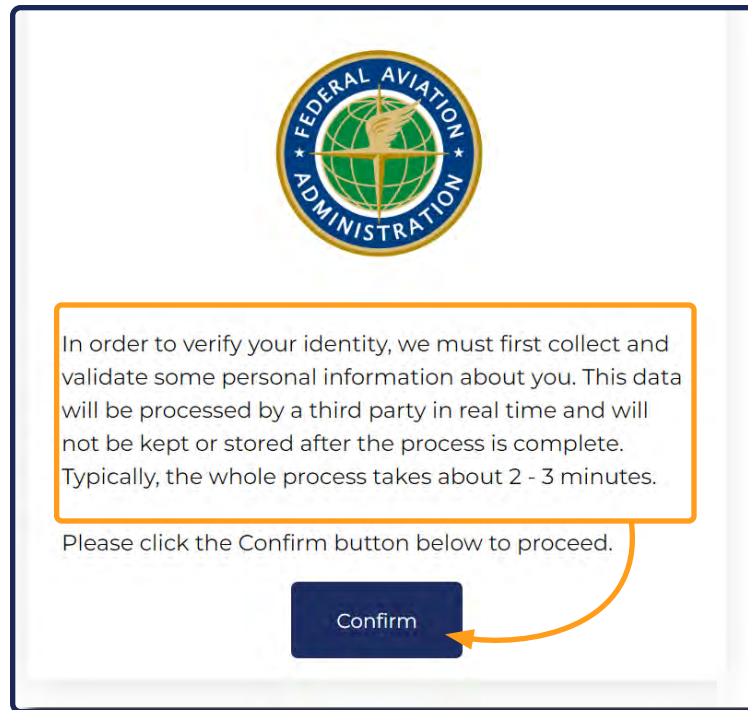
United States X v


Confirm Information

UNCONTROLLED COPY WHEN DOWNLOADED



3 A popup appears, stating personal information will be collected to verify identity but will not be stored. Select the **Confirm** button to continue:



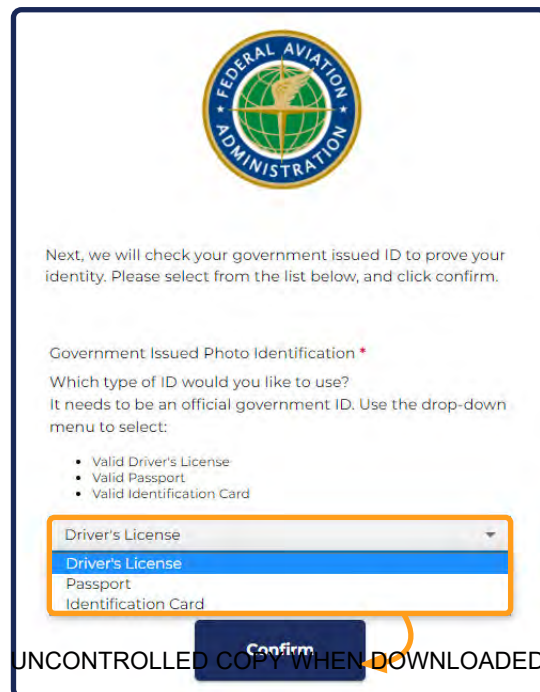



In order to verify your identity, we must first collect and validate some personal information about you. This data will be processed by a third party in real time and will not be kept or stored after the process is complete. Typically, the whole process takes about 2 - 3 minutes.

Please click the Confirm button below to proceed.

Confirm

4 In the drop-down menu that appears, select the type of ID you will be using, then select the **Confirm** button:





Next, we will check your government issued ID to prove your identity. Please select from the list below, and click confirm.

Government Issued Photo Identification *

Which type of ID would you like to use?
It needs to be an official government ID. Use the drop-down menu to select:

- Valid Driver's License
- Valid Passport
- Valid Identification Card


Driver's License
Driver's License
Passport
Identification Card

Confirm

UNCONTROLLED COPY WHEN DOWNLOADED



5 You will be asked to provide pictures of your ID and a Facial Similarity Snapshot. Type your Mobile phone number in the required field, then select the **Continue on Mobile** button:



Next, we will send you a text message to take pictures of your government issued ID from your phone. When you are ready, click "Continue on Mobile" below.

DO NOT CLOSE THIS BROWSER SESSION UNTIL IDENTITY VERIFICATION PROCESS COMPLETES

Full Name *

J*** D*****

Mobile phone *

+1 [masked]

Drivers License *

Please capture via mobile device

Status: Incomplete

Facial Similarity Snapshot *

Please capture via mobile device

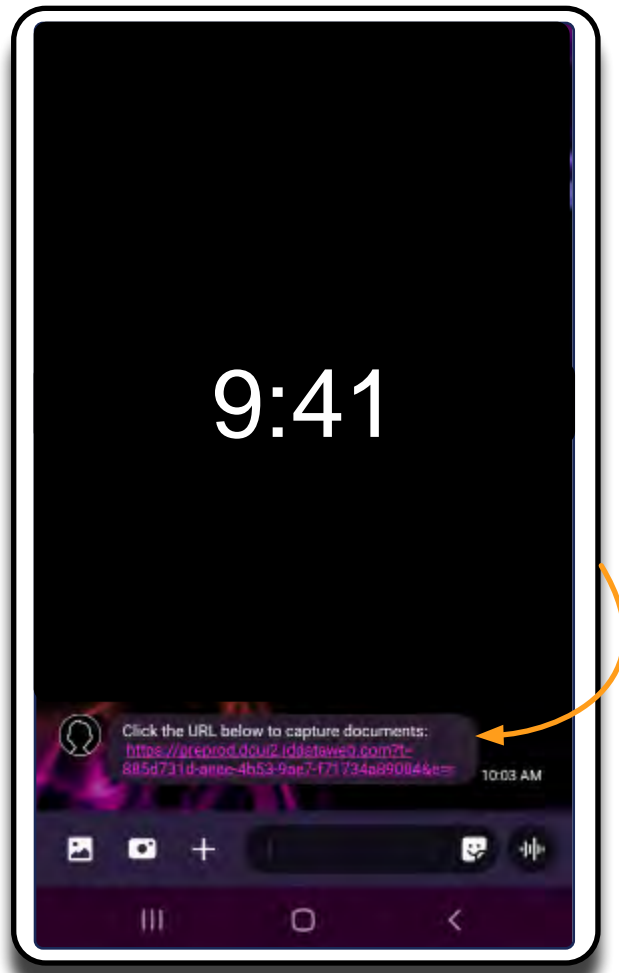
Status: Incomplete

Continue on Mobile

UNCONTROLLED COPY WHEN DOWNLOADED



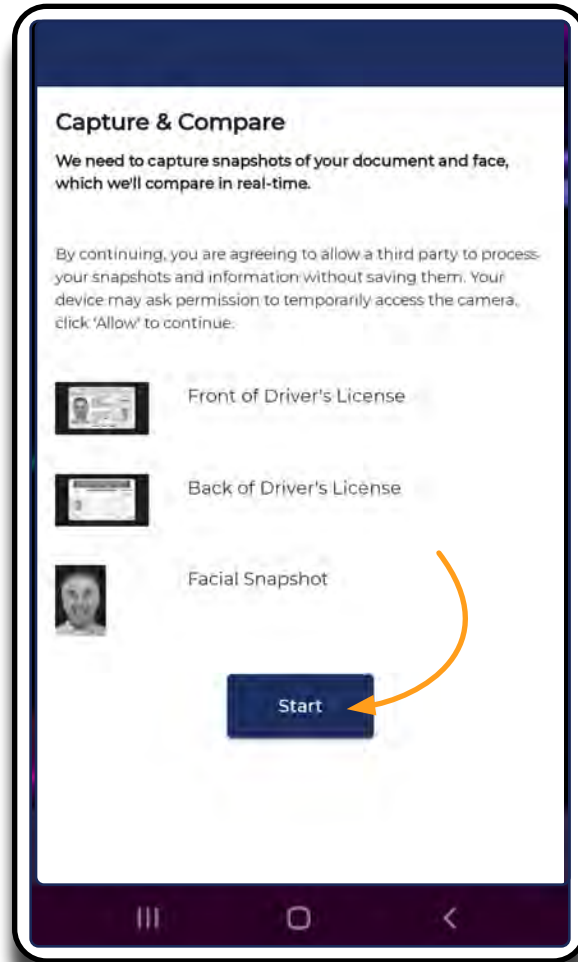
6 Open the messaging app on your mobile phone, then select the link in the message from **CARES** to capture documents:



UNCONTROLLED COPY WHEN DOWNLOADED



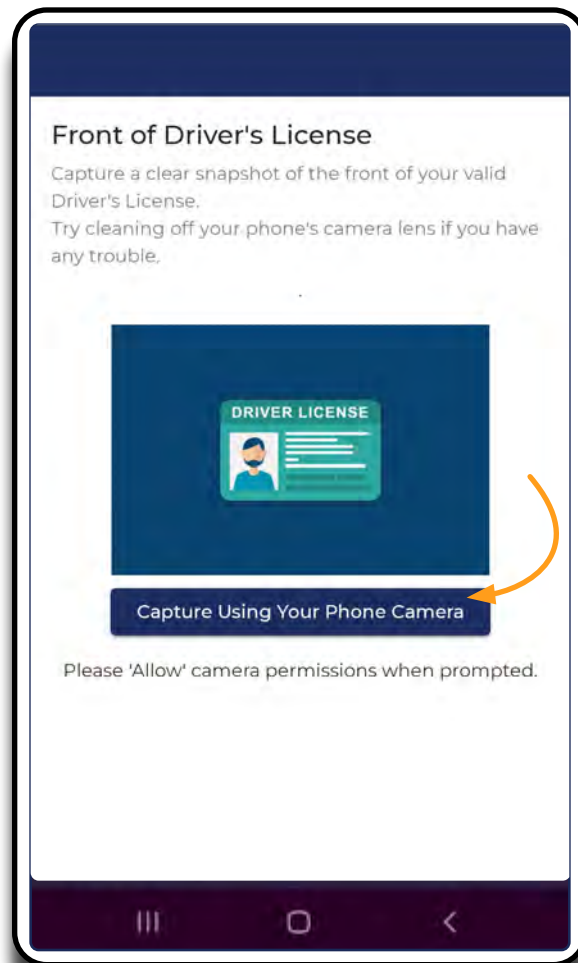
7 The **Capture & Compare** screen appears. Select the **Start** button:



UNCONTROLLED COPY WHEN DOWNLOADED



8 Follow the instructions to take a clear photo of the front side of your ID, then select the **Capture Using Your Phone Camera** button:



UNCONTROLLED COPY WHEN DOWNLOADED



9 Continue to capture the backside of your ID, and a selfie using your phone's camera. When complete, select the **Confirm Information** button:

DO NOT CLOSE THIS BROWSER SESSION UNTIL IDENTITY VERIFICATION PROCESS COMPLETES

Full Name *

R*** S. L*****

Mobile phone *

Drivers License *

Click on any image to preview it

Status: Complete✓

Facial Similarity Snapshot *

Click on the image to preview it

Status: Complete✓

Confirm Information

NOTE

If the photo verification process fails, you will be instructed how to proceed in CARES.

NOTE

When your ID and photos are confirmed, a success message will appear, and you will receive an email with steps to continue the sign up process. Refer to the **CARES First Time Sign In and Complete Profile** user guide for more information.

UNCONTROLLED COPY WHEN DOWNLOADED



02

First Time Sign-in and Complete Profile

Before you get started:

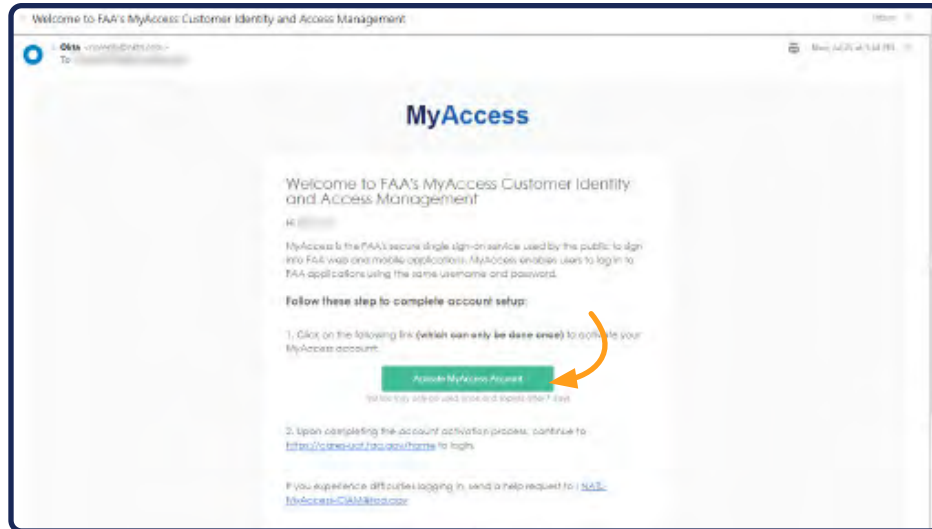
- Begin the **Sign-Up** process in CARES by visiting CARES.FAA.GOV and selecting **Sign Up/Register**. Refer to section [04 Sign Up for Individual CARES Account for more information](#).

UNCONTROLLED COPY WHEN DOWNLOADED



Activate with MyAccess

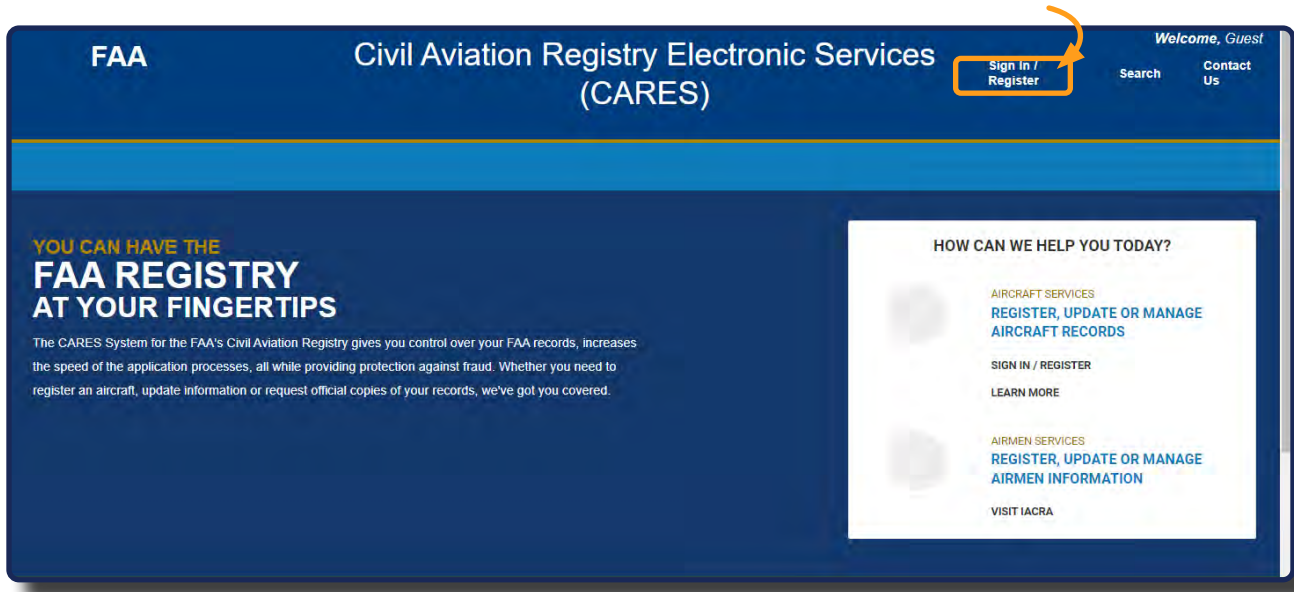
- 1 When you sign up for a CARES account, you will receive an email from FAA's MyAccess. Select the **Activate MyAccess Account** button:



- 2 You will be directed to a password creation screen. Type a password that meets the requirements, then select the **Create My Account** button:

A screenshot of the "Create your MyAccess CIAM account" screen. The page features the Federal Aviation Administration (FAA) logo in the top left corner. The main heading is "Welcome to MyAccess CIAM, [username]!". Below this, the instruction "Create your MyAccess CIAM account" is displayed. A form is centered on the page, containing a "Enter new password" field, a "Password requirements" section with two bullet points: "At least 8 characters" and "No parts of your username", and a "Repeat new password" field. An orange box highlights the password fields and requirements. An orange arrow points from the bottom right of the form to a button labeled "Create My Account". At the bottom of the page, the text "UNCONTROLLED COPY WHEN DOWNLOADED" is visible.

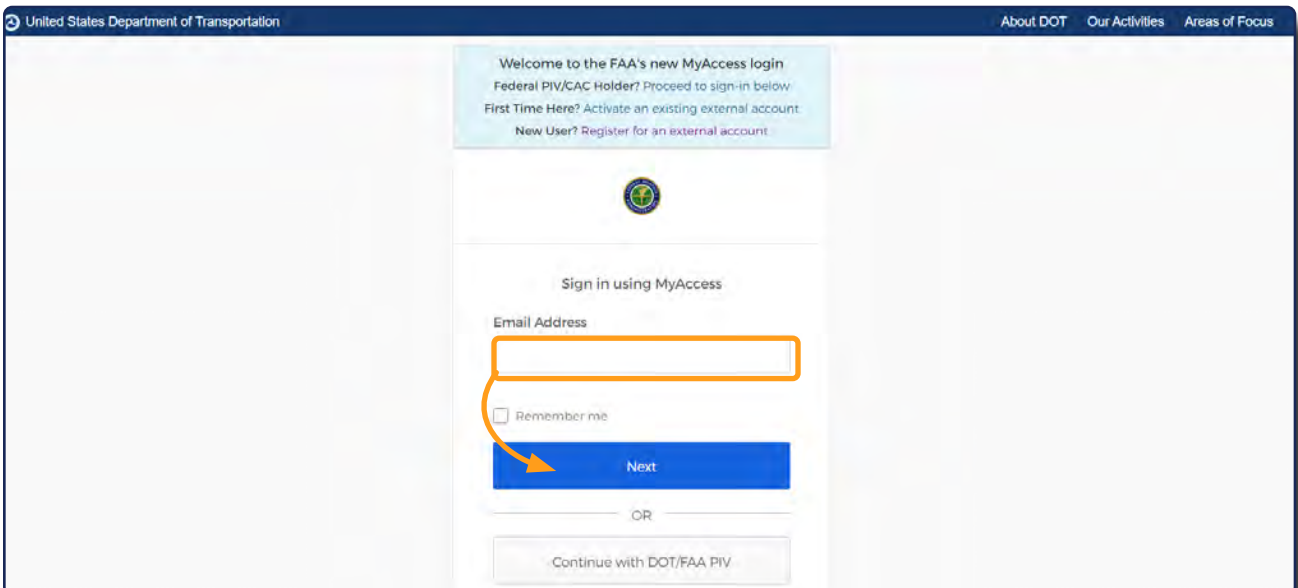
- 3 The CARES homepage appears. Select the **Sign In/Register** button:



NOTE

If the CARES homepage does not open automatically, navigate to **CARES.FAA.GOV** and select Sign In/Register.

- 4 On the MyAccess Welcome page, type the email address you signed up for a CARES account with, then select the **Next** button:



UNCONTROLLED COPY WHEN DOWNLOADED



- 5 Next, type your password into the MyAccess login Password field, then select the Verify button:

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign in below
First Time Here? Activate an existing external account
New User? Register for an external account

FAA Logo

Password

Password

Verify

Help Back to sign in

Technical Support:
1 (844) FAA-MYIT or 1 (844) 322-6948
helpdesk@faa.gov

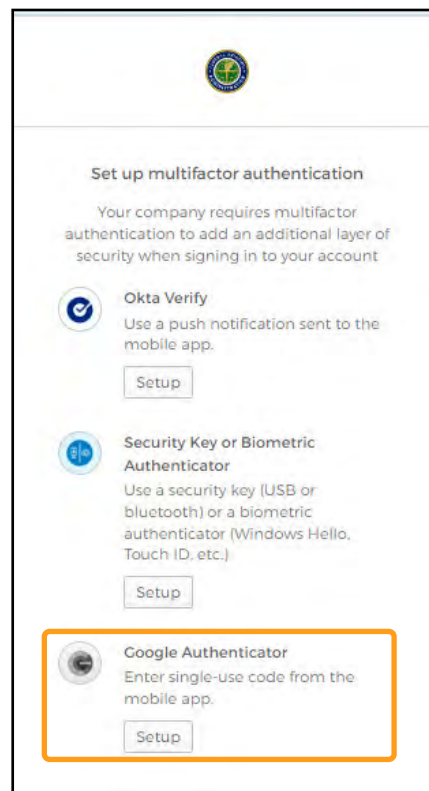
UNCONTROLLED COPY WHEN DOWNLOADED



FAA's MyAccess uses multifactor authentication (MFA), to securely sign you into CARES. The authentication method you set up when first registering for a CARES account will also be used to recover your password. Depending on the authenticator you chose, you need to have its app on your smartphone - Google Authenticator, Windows Hello, or Okta Verify. You can download these from the Google Play store (Android) or Apple App store (iPhone).

Setup Google Authenticator

- 6** The **Set up multifactor authentication** screen appears. Select the **Setup** button for the **Google Authenticator** option:



UNCONTROLLED COPY WHEN DOWNLOADED



- 7 Select a radio button for the type of phone you have (iPhone or Android). A message appears, displaying instructions to download software to your mobile device to facilitate multi-factor authentication. Select the **Next** button to continue:

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign-in below
First Time Here? Activate an existing external account
New User? Register for an external account

Setup Google Authenticator
Select your device type

☐ iPhone
☒ Android

Download Google Authenticator from the Google Play Store onto your mobile device.

Next

UNCONTROLLED COPY WHEN DOWNLOADED



- 8 Follow instructions to launch the Google Authentication app on your phone and scan the barcode that appears. Select the Next button to continue:

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign in below
First Time Here? Activate an existing external account
New User? Register for an external account

FAA Logo

Setup Google Authenticator

Launch Google Authenticator, tap the "+" icon, then select "Scan barcode".

Can't scan?

Next

Back to factor list

A success message appears, indicating you are able to login to CARES:

You have successfully authenticated with MyAccess

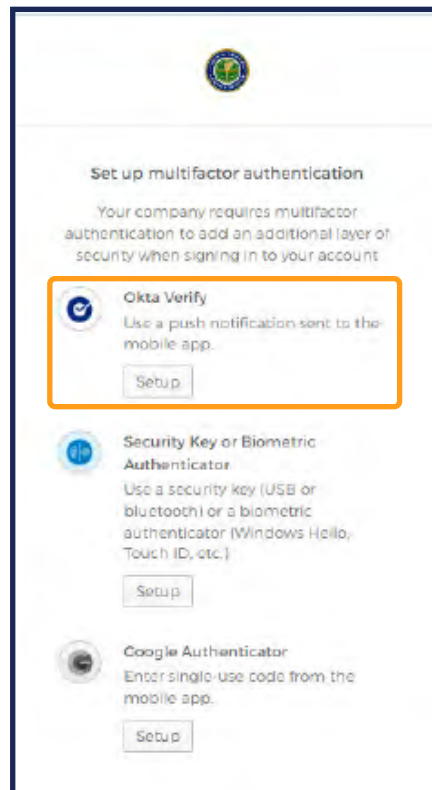
You may now proceed to the application you want to access

UNCONTROLLED COPY WHEN DOWNLOADED

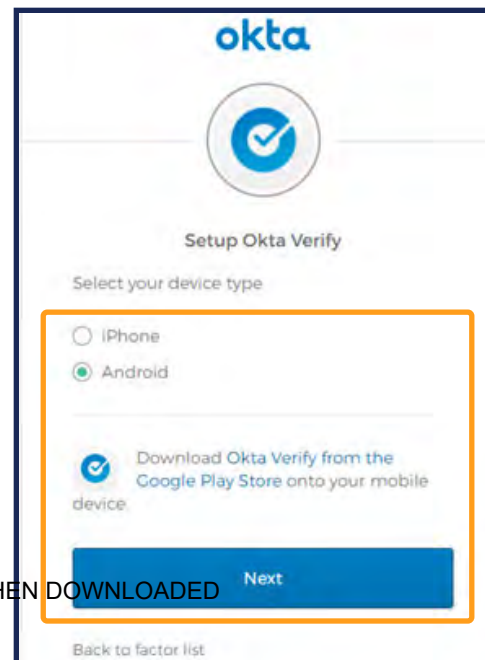


Setup OKTA Verify

- 9 Select the **Setup** button for the Okta Verify option:



- 10 Select the radio button that corresponds with type of phone you have. A message appears, displaying instructions to download software to your mobile device to facilitate multifactor authentication. Select the **Next** button to continue:

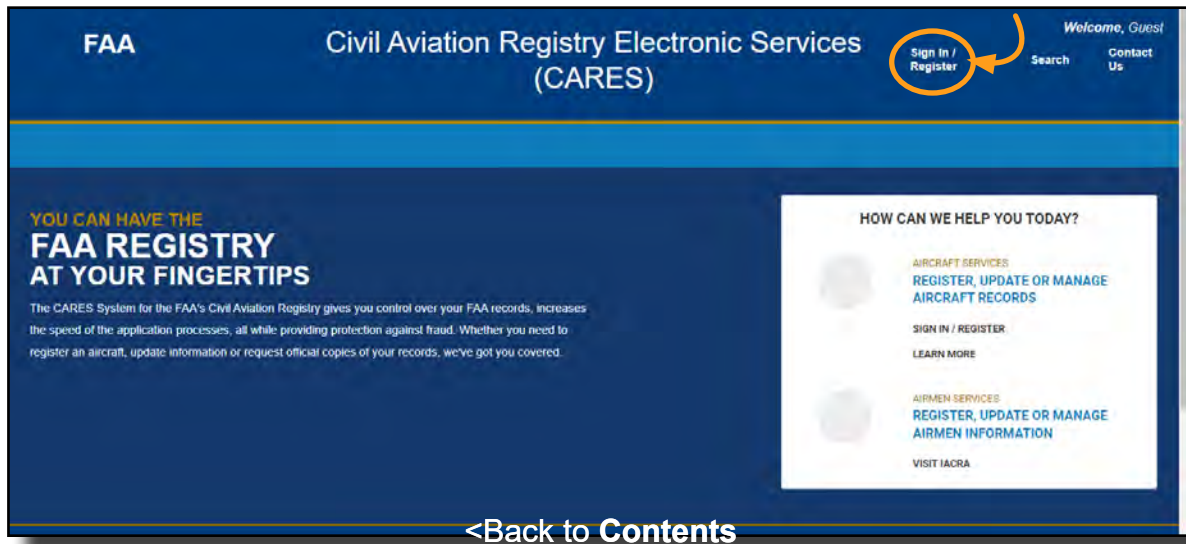


UNCONTROLLED COPY WHEN DOWNLOADED



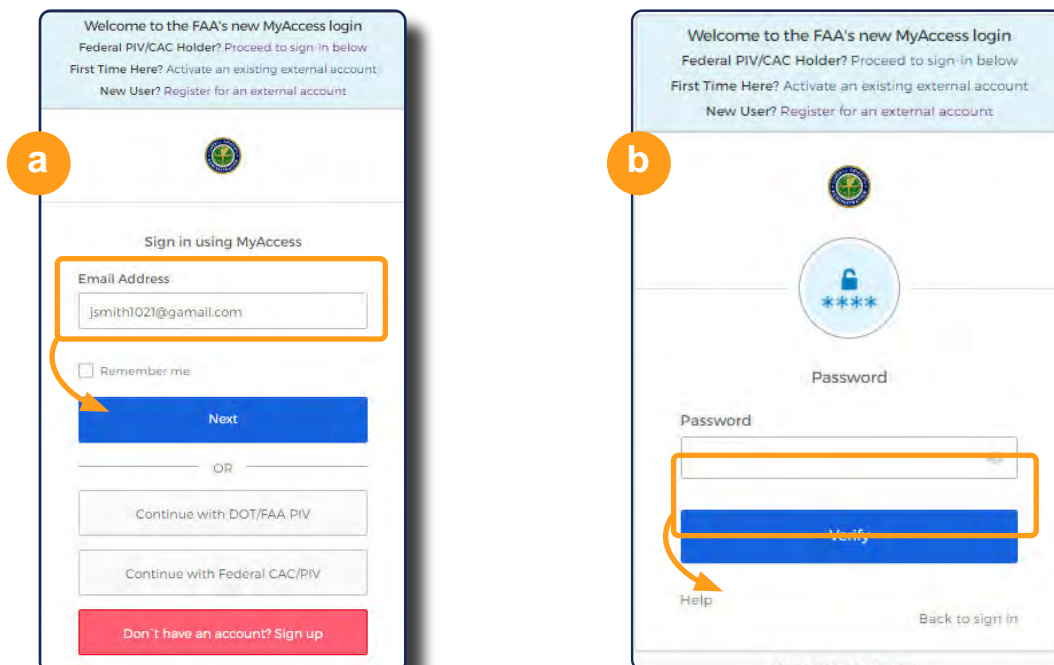
Complete Your CARES Profile

- 11** Navigate to the CARES homepage at CARES.FAA.GOV, then select **Sign In/Register**:



- 12** The MyAccess Login screen appears:

- a** Type your email into the Email Address field, then select the **Next** button:
- b** Type your password into the Password field, then select the **Verify** button:



UNCONTROLLED COPY WHEN DOWNLOADED



02 First Time Sign-in and Complete Profile

13 The **CARES TERMS OF SERVICE** appears. Select the **I AGREE** button to continue:

The screenshot shows the 'TERMS OF SERVICE' page for the Civil Aviation Registry Electronic Services (CARES). The page header includes the Department of Transportation logo, the title 'Civil Aviation Registry Electronic Services (CARES)', and links for 'Sign Out', 'Search', and 'Contact'. The main content area contains a paragraph about accessing a U.S. Government information system, followed by a bulleted list of terms. At the bottom, there are two buttons: 'I AGREE' (highlighted with an orange box) and 'I DISAGREE'.

14 The Complete Profile screen appears. Select Yes or No from the **ARE YOU A US CITIZEN** drop-down, then select the **CONTINUE** button:

The screenshot shows the 'Complete Profile' screen. The header includes the 'Civil Aviation Registry' logo and links for 'Sign Out', 'Contact Us', and 'Shopping Cart'. The main content area has a heading 'GREAT! LET'S GET YOUR PROFILE COMPLETED!' and a sub-heading 'WE'LL START WITH YOUR CURRENT CITIZENSHIP STATUS.'. Below this, there is a paragraph explaining the need for citizenship status. A drop-down menu labeled 'ARE YOU A U.S. CITIZEN?' is highlighted with an orange box, showing 'Yes' as the selected option. An orange arrow points from this box to the 'CONTINUE' button. At the bottom left, there is a '< BACK' link, and at the bottom right, there is a 'CONTINUE >' button.

NOTE

If you are not a U.S. citizen, you can still create an account, but CARES will only allow you to search for public FAA Registry records and reserve/search N-Numbers.

UNCONTROLLED COPY WHEN DOWNLOADED



- 15** Type your physical/residential address in the provided fields, then select the **Continue** button:

NEXT, WE'LL VERIFY YOUR RESIDENCY STATUS.

We need to know your current Physical Address of Residency. Please complete the questions below.

Why do we need this?

Placeholder text integer nec finibus tellus. Duis leo neque, mollis vel ipsum ac, sagittis venenatis erat. Cras efficitur ac nulla accumsan iaculis. Ut et sagittis urna. Curabitur dignissim a nisi vitae varius. Fusce dapibus bibendum massa, vitae tristique massa viverra malesuada. Nunc bibendum felis condimentum augue efficitur venenatis nec sed ex. Fusce eu consequat nunc. Proin finibus elementum tincidunt. Cras interdum orci sed ullamcorper fermentum. Suspendisse ac vestibulum augue.

PHYSICAL / RESIDENTIAL ADDRESS

COUNTRY
United States of America (the)

ADDRESS LINE 1
Street Address, Rural Route

ADDRESS LINE 2 - Optional
Apartment, suite, unit, building, floor, etc.

CITY
STATE
ZIP / POSTAL CODE

COUNTRY - Optional

CONTINUE

- 16** Type your mailing address and contact information in the appropriate fields, then select the **Continue** button:

LASTLY, HERE ARE SOME HELPFUL OPTIONAL ITEMS.

We would all like a little more time in the day. By completing the providing the following additional items now, you will be able to speed up your registration processes within the CARES system. If you decide to skip this step, you can go to your Profile and add this information in at a later time.

Why do we need this?

Many of the processes within the CARES system require a valid mailing address and phone number in order to complete and submit to the FAA Registry for review. By providing these items now you will be able to get right to business.

MAILING ADDRESS

COUNTRY
United States of America (the)

ADDRESS LINE 1
123 Main Street
Street Address, Rural Route

ADDRESS LINE 2 - Optional
Apartment, suite, unit, building, floor, etc.

CITY
Orlando
STATE
FL
ZIP / POSTAL CODE
32826

COUNTRY - Optional

CONTACT INFORMATION

PHONE
+1 407 222-1234
Format: +1 555 555 5555

CONTINUE

UNCONTROLLED COPY WHEN DOWNLOADED



- 17** The Review screen appears. Review the information you provided, then select the **ATTESTATION** check-box. When complete, select **Continue** button. To make changes to your information, select the **BACK** button:

ICON GREAT! LET'S GET YOUR PROFILE COMPLETED! Step 4 of 4

LET'S REVIEW WHAT YOU'VE SUBMITTED.

Before we complete this step, we will need you to attest that the information you've shared is true and correct.

CITIZENSHIP STATUS

ARE YOU A U.S. CITIZEN?
Yes

ADDRESSES

PHYSICAL ADDRESS
896 Mason Drive
Titusville, FL 32780
United States of America (the)

MAILING ADDRESS
123 Main Street
Orlando, FL 32826
United States of America (the)

CONTACT INFORMATION

PHONE
+1 407 222-1234

ATTESTATION

I DECLARE THAT THE ABOVE STATEMENTS ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

< BACK SUBMIT >

You have completed your CARES profile. Return to the CARES homepage at CARES.FAA.GOV and select Sign In/Register to use available registry services.

UNCONTROLLED COPY WHEN DOWNLOADED

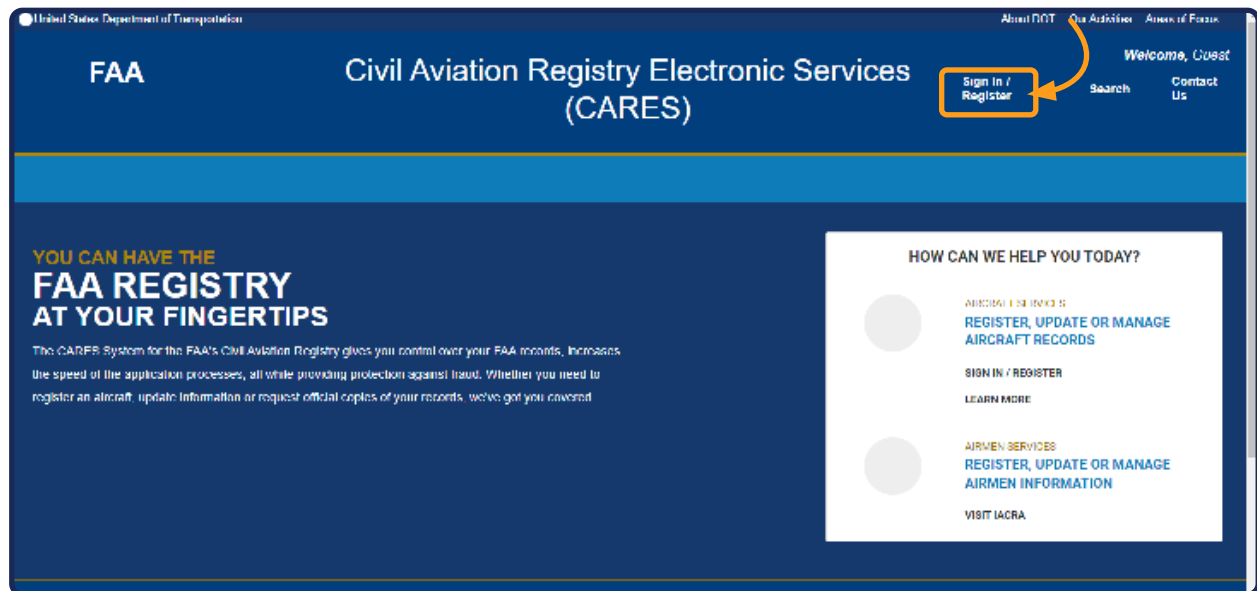


03 Reset Password



UNCONTROLLED COPY WHEN DOWNLOADED

- 1 On the CARES homepage found at cares.faa.gov, select **Sign In/Register**:



- 2 The MyAccess login screen appears. Select the **Forgot Password?** link:



03 Reset Password

- 3 The Reset Password screen appears. Type the email address associated with your CARES account into the email field, then select the **Reset via Email** button:

United States Department of Transportation
out DOT Our Activities Areas of Focus

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign in below
First Time Here? Activate an existing external account
New User? Register for an external account

Reset Password

Email Address

Reset via Email

[Back to sign in](#)

Technical Support:
1 (844) FAA-MYIT or 1 (844) 322-6948
helpdesk@faa.gov

Welcome to the FAA's new MyAccess login
Federal PIV/CAC Holder? Proceed to sign in below
First Time Here? Activate an existing external account
New User? Register for an external account

Email sent!

Email has been sent to
CARESISDTeam@gmail.com with instructions
on resetting your password.

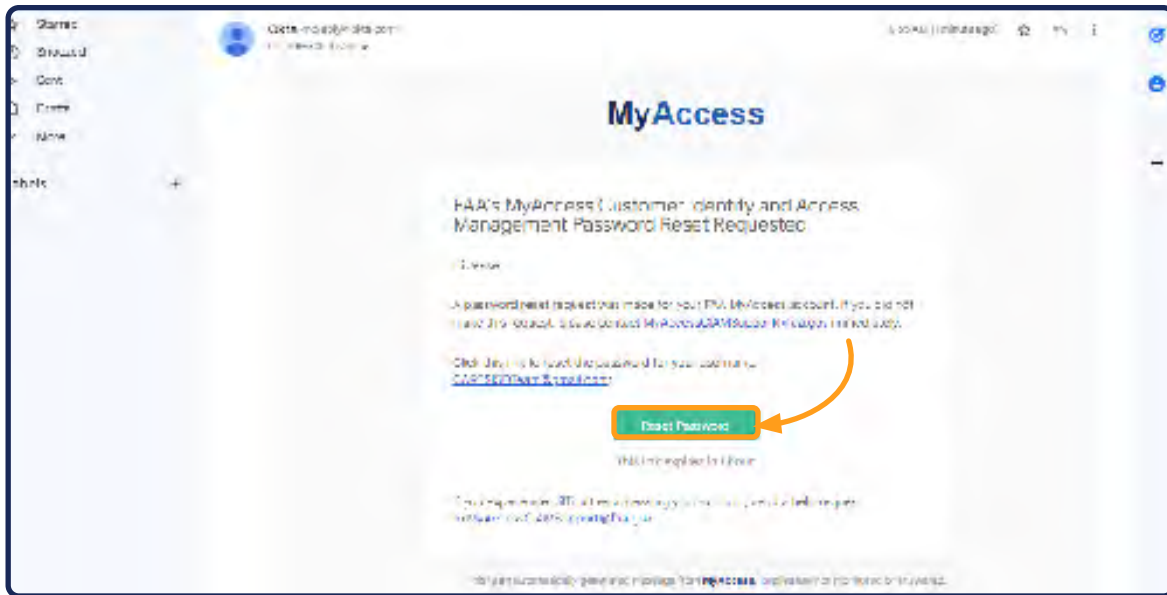
[Back to sign in](#)

An **Email sent!** message appears



UNCONTROLLED COPY WHEN DOWNLOADED

- 4 You will receive an email from **FAA's MyAccess** with further instructions. Open the email, then select the **Reset Password** button within the message:



NOTES

- The Reset Password link expires in one hour following receipt.
- Check your email's spam/junk folder if you don't see the message in your Inbox
- The email will come from noreply@okta.com




UNCONTROLLED COPY WHEN DOWNLOADED

- 5 The **MyAccess Reset your password** screen appears. Type a new password into the **New password** and **Repeat Password** fields, then select the **Reset Password** button:

United States Department of Transportation About DOT Our Activities Areas of Interest

Welcome to the FAA's new MyAccess login
Federal PI/CAC Holder? Please click on the How
First Time Here? Accessing my existing external account
New User? Register for an external account



Reset your password

Password requirements are:

- At least 8 characters
- Not part of your username

New password

Repeat password

Reset Password

[Back to sign in](#)

Technical Support:
1 (844) FAA-MYIT or 1 (844) 822-6843
faa@faa.gov

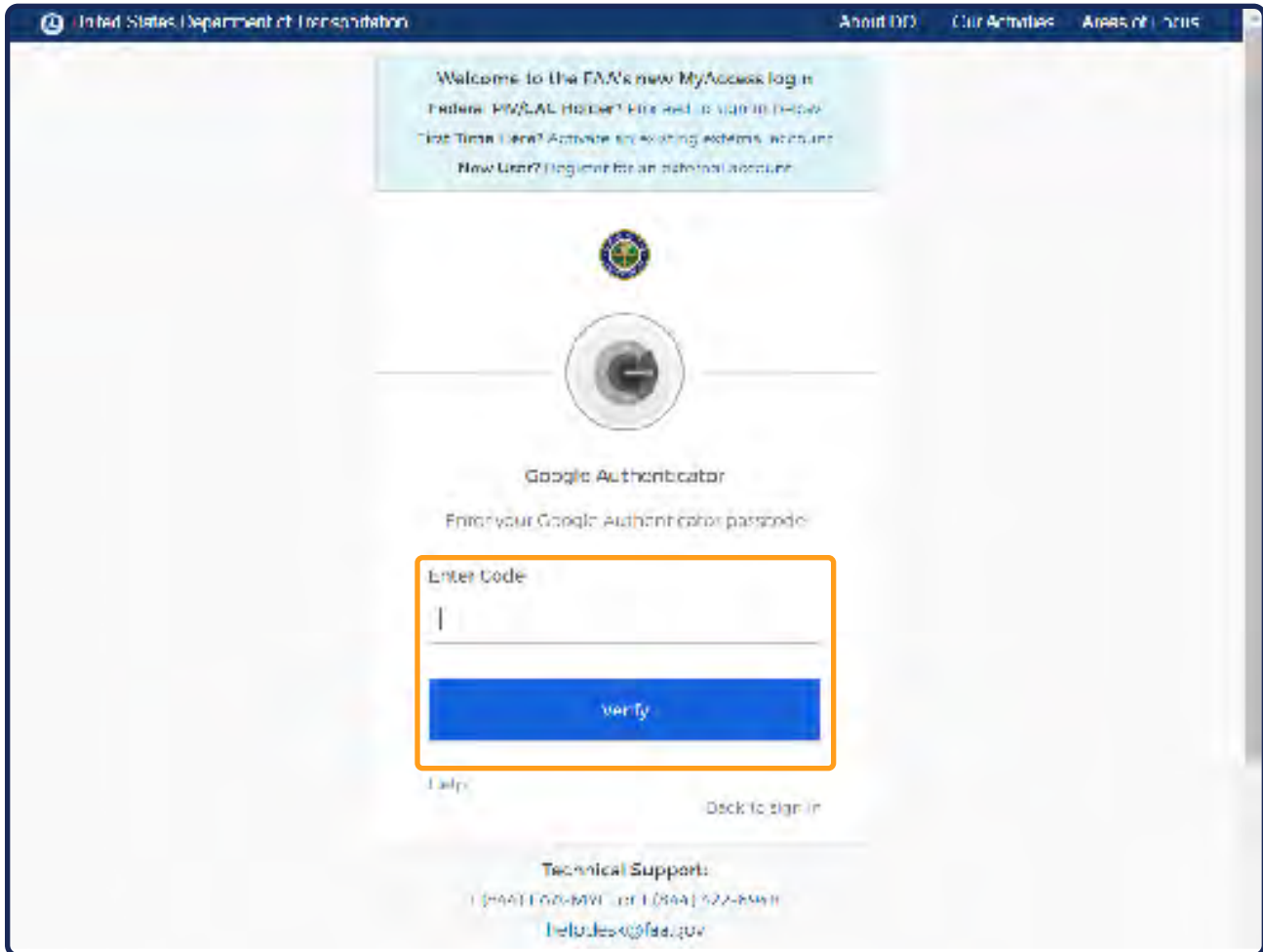


UNCONTROLLED COPY WHEN DOWNLOADED

NOTE

FAA's MyAccess uses multifactor authentication (MFA), which you set up during the first time registration for CARES. The authentication method you set up when first registering for a CARES account will be used to recover your password. Depending on the authenticator you chose, you need to have its app on your smart-phone - Google Authenticator, Windows Hello, or Okta Verify. You can download these from the Google Play store (Android) or Apple App store (iPhone).

- 6 Open the authenticator app on your smart phone, then type the code you received into the **Enter Code** field. When complete, select the **Verify** button:

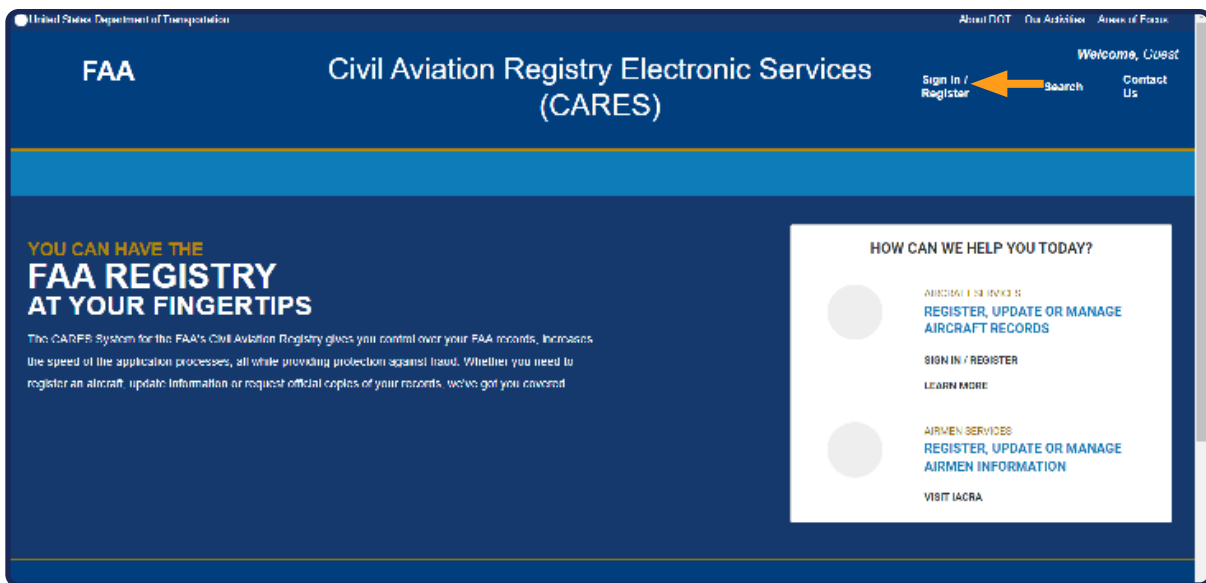


The screenshot shows the FAA's MyAccess login interface. At the top, there's a navigation bar with 'United States Department of Transportation', 'About DOTS', 'Our Activities', and 'Access to Tools'. Below this, a welcome message states: 'Welcome to the FAA's new MyAccess login. Federal, FIM/LAL, Pilots? Please visit us again to help. First Time Users? Activate an existing system's account. New User? Register for an external account.' The main content area features the FAA logo, a circular graphic with a stylized 'G', and the text 'Google Authenticator'. Below this, it says 'Enter your Google Authenticator passcode:'. A text input field labeled 'Enter Code' is highlighted with an orange border, containing a single digit '1'. Below the input field is a blue button labeled 'verify'. At the bottom of the form, there are links for 'Help' and 'Back to sign in'. Further down, 'Technical Support' is listed with phone numbers '(844) 626-6441 and (844) 622-6441' and the email 'helpdesk@faa.gov'.



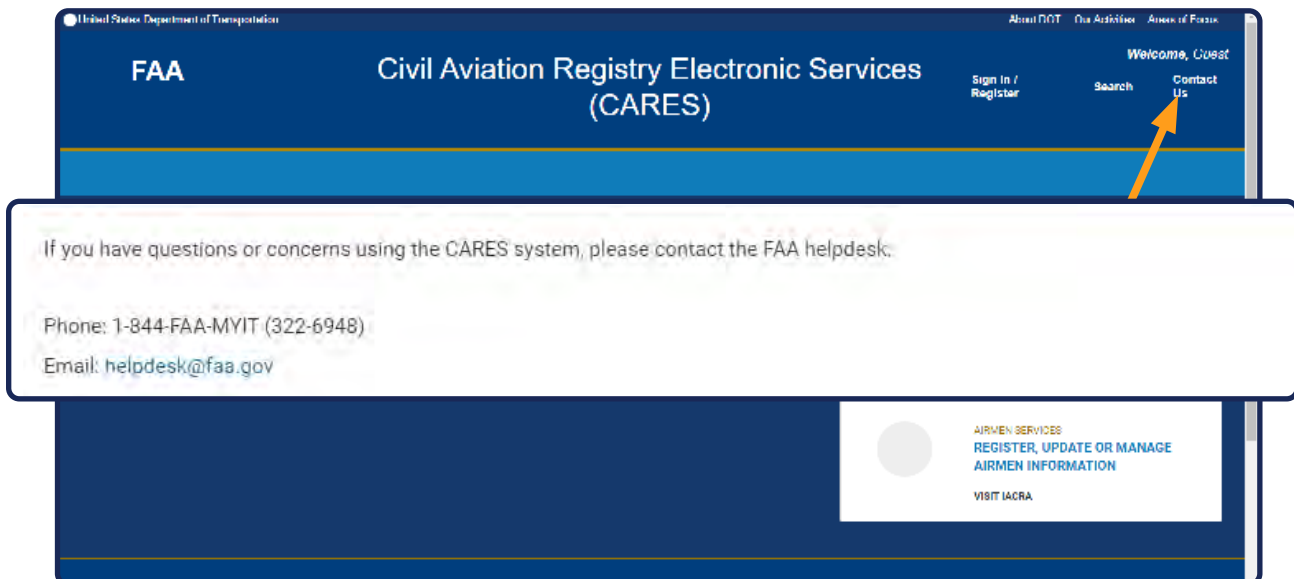
UNCONTROLLED COPY WHEN DOWNLOADED

- 7 Once multifactor authentication is verified, navigate to CARES and select **Sign In/Register**, then use your CARES email and *new* password to sign in:



NOTES

- You will not be automatically re-directed to CARES to login upon verification. Use the link in the confirmation email you receive, or navigate to CARES at CARES.FAA.GOV.
- If you continue to have difficulty logging in, select the **Contact Us** link to view contact information for the FAA MyIT Help Desk:



UNCONTROLLED COPY WHEN DOWNLOADED

04

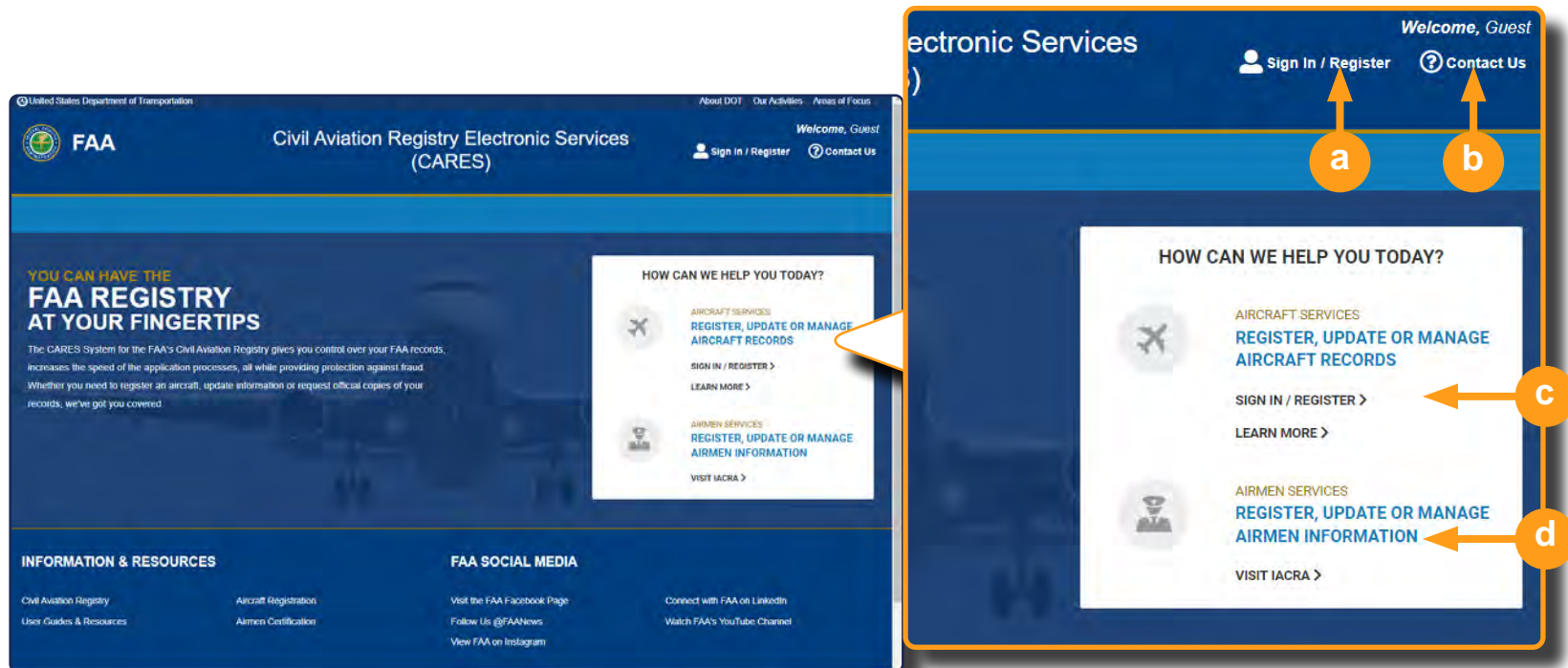
CARES User Interface (UI)



UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

The CARES Homepage



- a** Use the **Sign In/Register** link to sign into CARES, or to sign up for a new account.
- b** Use the **Contact Us** link to call the MyIT Service (Help) Desk and open a technical support ticket.
- c** Select **REGISTER, UPDATE, OR MANAGE AIRCRAFT RECORDS** to sign into your CARES account
- d** Select **REGISTER, UPDATE, OR MANAGE AIRMEN INFORMATION** to visit IACRA

NOTE

Use the **Google Chrome** browser for best results.



UNCONTROLLED COPY WHEN DOWNLOADED

Dashboard

Your User Dashboard only appears if you have pending actions in CARES. If you have not started an application, or have no activity yet, you will land on the Get Started screen, as seen in step 2.

Upon successful sign in, if you have pending actions in CARES or other activity on your Dashboard, your Dashboard will appear. If you have not used CARES to take action on an aircraft registration, you will have no activity on your Dashboard, and you will be taken to the main options screen, shown on page 4.

INVITATIONS

Aircraft Registration

PENDING AGENCY REVIEW

DESCRIPTION	REGISTRATION TYPE	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Registered Aircraft Services - Renew Aircraft Registration - 1234/985214	Individual	Sep 6, 2022	Apr 13, 2023	Pending

APPLICATIONS IN PROGRESS

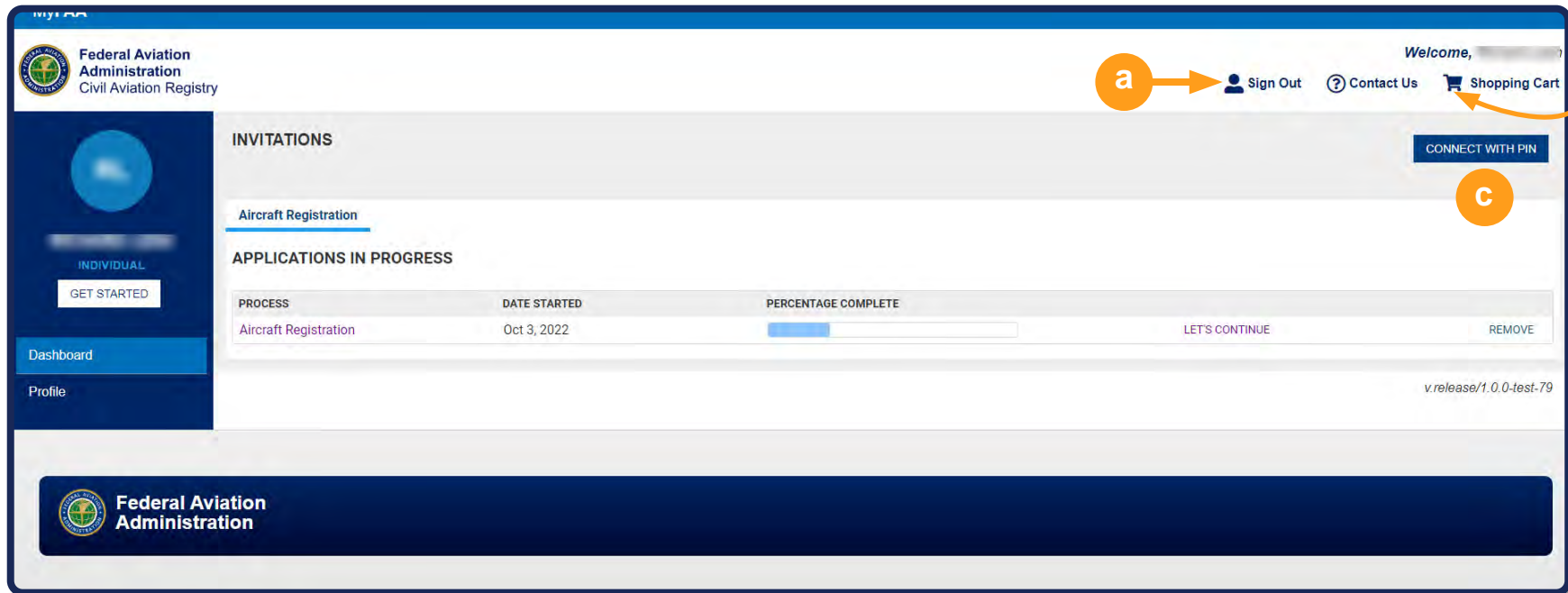
PROCESS	DATE STARTED	PERCENTAGE COMPLETE	LET'S CONTINUE	REMOVE
Aircraft Registration	Sep 1, 2022	<div></div>	LET'S CONTINUE	REMOVE
Aircraft Registration	Aug 31, 2022	<div></div>	LET'S CONTINUE	REMOVE
Aircraft Registration	Aug 30, 2022	<div></div>	LET'S CONTINUE	REMOVE

- a** Select the **GET STARTED** button to view all registry services
- b** Switch between **Dashboard** and **Profile** view
- c** Pending actions appear in the **APPLICATIONS IN PROGRESS** section
- d** Select **LET'S CONTINUE** to open a registration in progress, or select **REMOVE** to delete it



UNCONTROLLED COPY WHEN DOWNLOADED

Dashboard (Continued)

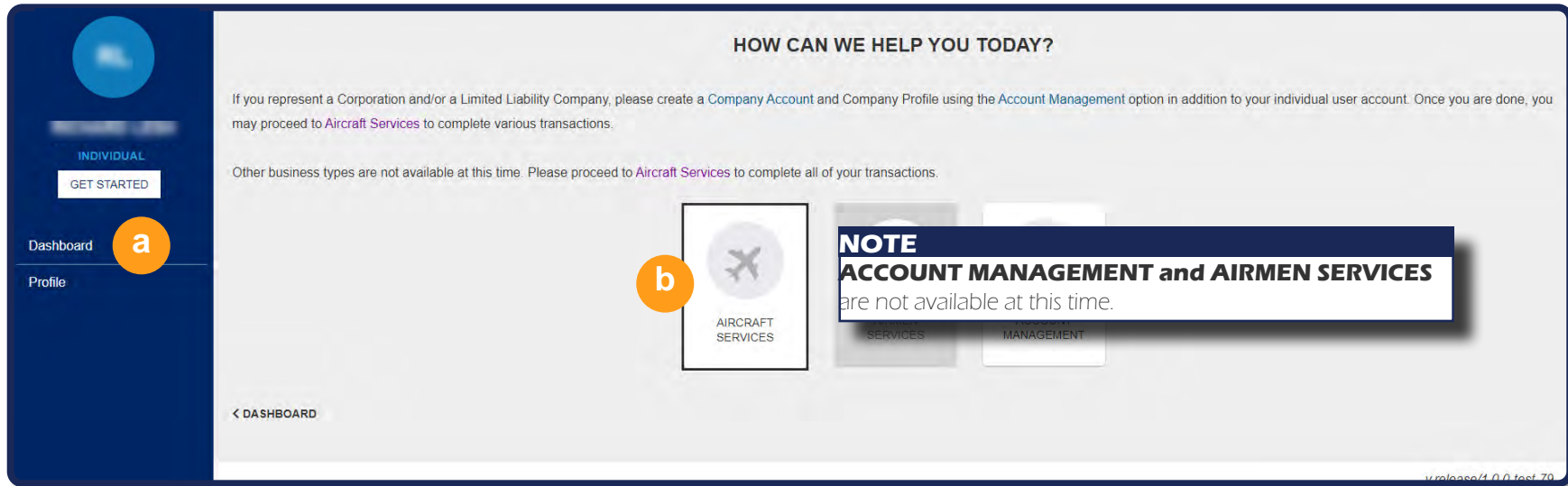


- a** Select **Sing Out** to log out of CARES
- b** Select the **Shopping Cart** icon to view registry actions awaiting payment, and to pay with **PAY.gov**
- c** Select **CONNECT WITH PIN** to accept or reject invitations from other users



UNCONTROLLED COPY WHEN DOWNLOADED

GET STARTED Page



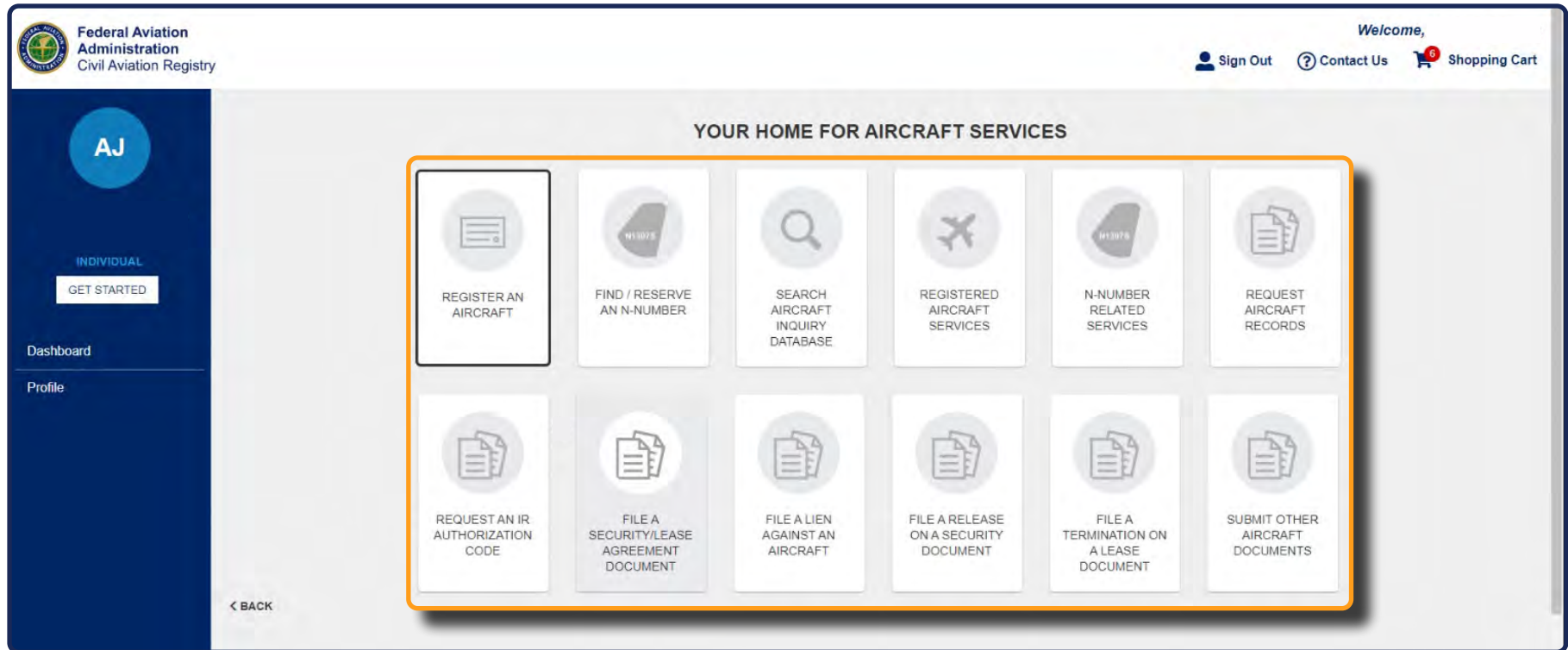
- a Select **Dashboard** to open your user dashboard
- b Select **AIRCRAFT SERVICES** to view aircraft registry options



UNCONTROLLED COPY WHEN DOWNLOADED

AIRCRAFT SERVICES

When you select **AIRCRAFT SERVICES** on the Main Options screen, all aircraft registry services appear. This guide will provide a brief overview of **REGISTER AN AIRCRAFT, N-NUMBER SERVICES, REQUEST AIRCRAFT RECORDS**. Refer to individual [CARES User Guides](#) for details on other Aircraft Services.



UNCONTROLLED COPY WHEN DOWNLOADED

Buttons, Icons, & Indicators



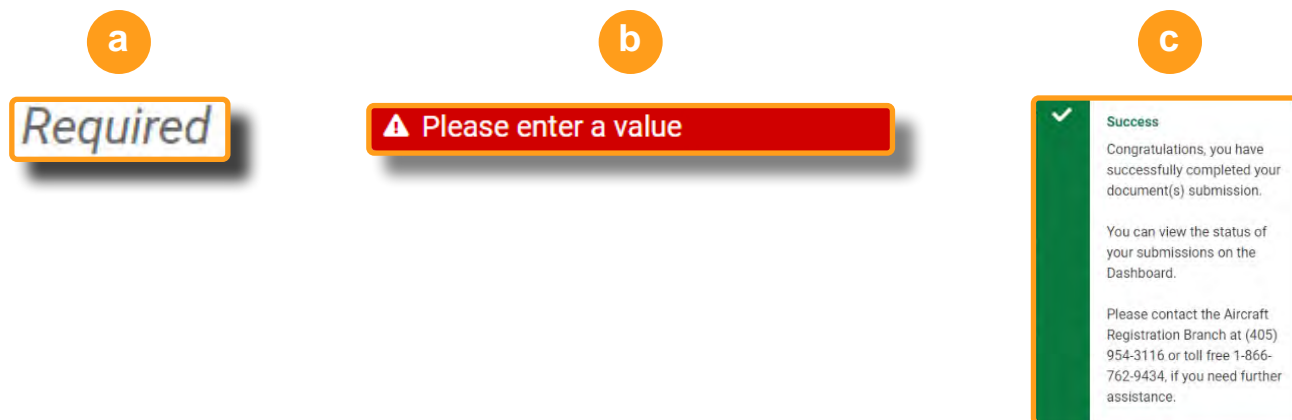
You will see these buttons often in CARES:

- a** **SAVE** button- clicking this button will store the information in CARES
- b** **CANCEL** button- clicking this button will terminate whatever information was input or process was begun
- c** **BACK** button- clicking this button will return you to the previous screen
- d** **CONTINUE** button- clicking this button will advance you to the next screen and step in whichever process you began
- e** **SUBMIT** button- clicking this button will send your information to be processed by FAA examiners



UNCONTROLLED COPY WHEN DOWNLOADED

Buttons, Icons, & Indicators



- a Required-** Indicates a field needs to be filled out with mandatory information
- b Error-** Indicates a required field is incomplete and you cannot continue
- c Confirmation-** Indicates you have successfully completed a task



UNCONTROLLED COPY WHEN DOWNLOADED

Tool Tips

Select any of the “?” question mark icons to reveal helpful **TOOL TIPS**:

The screenshot shows a web form titled "TELL US A LITTLE ABOUT THE AIRCRAFT" with a sub-header "LET'S START WITH THE AIRCRAFT IDENTIFICATION INFORMATION". The left sidebar contains navigation links: "Applicant Information", "Aircraft Identification" (highlighted), "Documentation", and "Review". The main form area is titled "AIRCRAFT INFORMATION" and contains several fields with question mark icons for tool tips:

- AIRCRAFT STATUS - Required**: A dropdown menu with three options:
 - New U.S. Aircraft Registration** - The aircraft has either never been registered in the U.S., it is a newly manufactured aircraft from the factory, Amateur Built, an Import or a Light Sport
 - Previously Registered in the U.S.** - The aircraft currently has a U.S. Registration Number (aka N-Number) or has been previously registered in the United States.
 - I Am Not Sure** - If we may be of further assistance, please contact the Aircraft Registration Branch at (405) 954-3116 or toll free 1-866-762-9434.
- IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY?**: A yes/no dropdown.
- AIRCRAFT TYPE - Required**: A dropdown menu with four options:
 - Amateur Built** - Non-type certificated aircraft often built from parts, plans or kits. This also includes other non-type certificated aircraft that are eligible for experimental certification.
 - Light-Sport** - Newly manufactured assembled or unassembled aircraft that meet all applicable consensus standards under 14 CFR §§ 21.190 and 21.191.
 - Unmanned Aircraft Systems (UAS) aka Drones** - UAS are Unmanned Aircraft (UA) and associated elements that are required for the pilot in command to operate safely and efficiently in the national airspace system. UA are aircraft operated without the possibility of direct human intervention from within or on the aircraft.
 - All Other Aircraft** - Any aircraft that aren't one of the categories above (Amateur Built, Light-Sport, or UAS).
- Not Sure?** - If we may be of further assistance, please contact the Aircraft Registration Branch toll free at 1-866-762-9434 or (405) 954-3116.

Below these fields are input fields for:

- YEAR**: A text box containing "2020".
- SERIAL NUMBER - Required**: A text box.
- N-NUMBER OPTIONS - Required**: A text box.

Two tool tip pop-ups are shown, each with a blue header and a close button (X):

- AIRCRAFT STATUS**: Contains the same text as the "AIRCRAFT STATUS" dropdown options.
- AIRCRAFT TYPE**: Contains the same text as the "AIRCRAFT TYPE" dropdown options.



UNCONTROLLED COPY WHEN DOWNLOADED

05

Manage Aircraft Registration



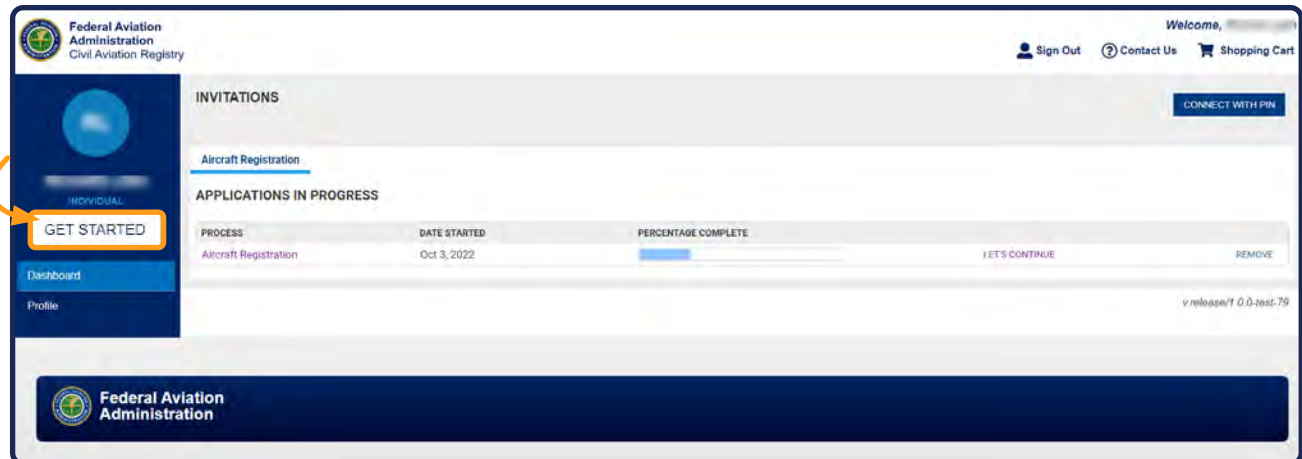
UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

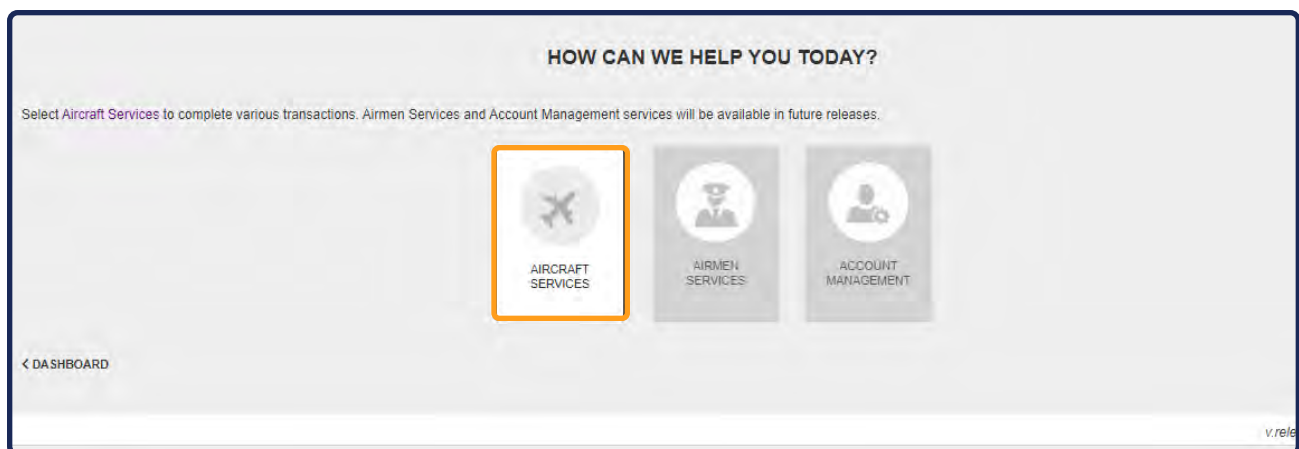
Request Aircraft Records

You can request and view aircraft records within CARES, by searching N-Numbers or Serial Numbers.

- 1 From your user dashboard, select the **GET STARTED** button:

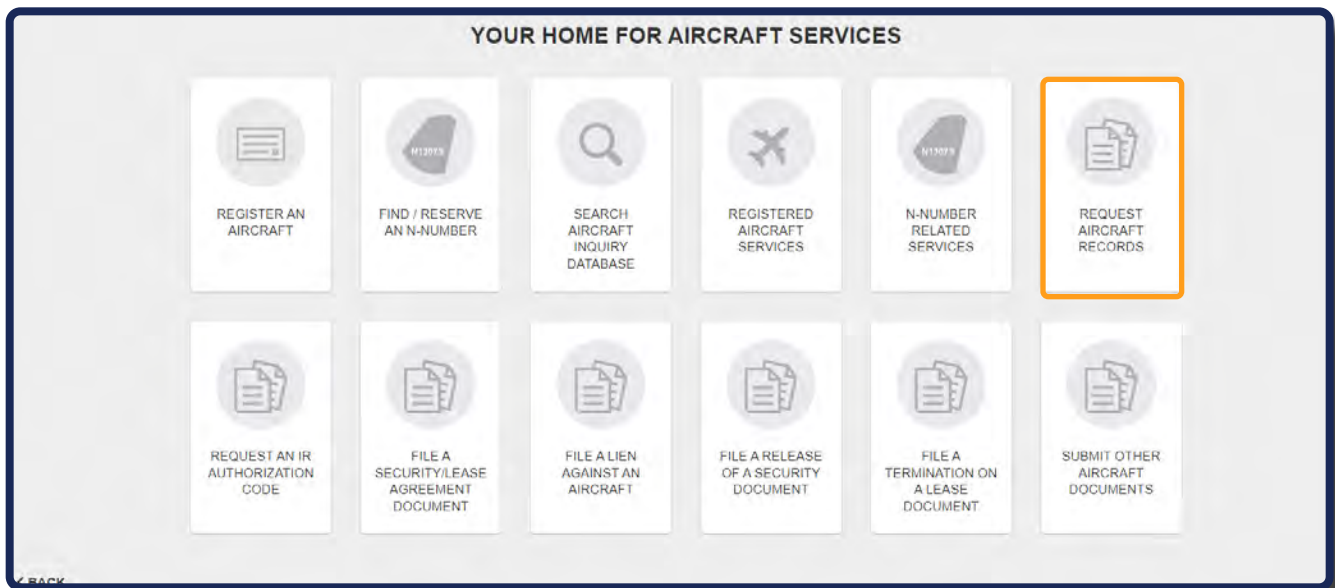


- 2 The **Services Selection** screen appears. Select **AIRCRAFT SERVICES**:



UNCONTROLLED COPY WHEN DOWNLOADED

- 3 The **AIRCRAFT SERVICES** screen appears. Select **REQUEST AIRCRAFT RECORDS**:



- 4 The **Request Aircraft Records** screen appears:
- a Use the drop-down menu to select N-Number or Serial Number.
 - b Type the N-Number or Serial Number you're requesting records for
 - c Select the **Search** button:



UNCONTROLLED COPY WHEN DOWNLOADED

- 5 Search results appear. If there is more than one aircraft record (past or present) with the same N-Number or Serial Number, all aircraft will appear. Select the radio button for your aircraft:

Federal Aviation Administration
Civil Aviation Registry

Welcome, [Sign Out](#) [Contact Us](#)

Richard Lesh > Aircraft Services > Request Aircraft Records

WHAT WOULD YOU LIKE TO LOOK UP?

N: 1465 N Number

Great! We've found your aircraft and the information has been added below.

RESULTS
TOTAL ENTRIES

N NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N1465	123412341324	Valid	2016	Lockheed Aircraft Corporation (United States)	AP-3 Orion	Blake Nguyen 1200 S Telephone Rd Moore, OK 73160
N1465	123412341324	DeRegistered	2016	Lockheed Aircraft Corporation (United States)	AP-3 Orion	Joe Scarbrough 111 First Street Oklahoma City, OK 73115
N1465	12345	Valid	2016	Wingless Wonder	12345	Joe Scarbrough 111 First Street Oklahoma City, OK 73115
N1465	12345678	Valid	2015	Lockheed Aircraft Corporation (United States)	182 Hercules	Joe Scarbrough 111 First Street Oklahoma City, OK 73115

☒ ☐ ☐ ☐



UNCONTROLLED COPY WHEN DOWNLOADED

6 The aircraft record appears, displaying the **REGISTRATION HISTORY**, **AIRWORTHINESS**, and **SUSPENSE** in separate tabs.

a Select the **View** button to open the record in an online viewer

b Select the **Download** button to download the record to your computer:

2016 LOCKHEED AIRCRAFT CORPORATION (UNITED STATES) AP-3 ORION

N-Number: N1405 - Assigned

RESERVED DATE: Mar 14, 2022
RENEWAL DATE: None
PURGE DATE: Apr 14, 2023
PENDING NUMBER CHANGE: None

RESERVING PARTY NAME: Blake Nguyen
RESERVATION TYPE: Reserved - Free Flight
ADDRESS: 1200 S Telephone Rd, Moore, OK 73160, United States of America (99c)

AIRCRAFT

SERIAL NUMBER: 123456789
MANUFACTURER: Lockheed Aircraft Corporation (United States)
MODEL: AP-3 Orion
YEAR: 2016

AIRCRAFT TYPE: None
TYPE OF ENGINE INSTALLED: Turbojet/Turbofan
MODE & CODE (ECT): 5013001
MODE & CODE (PER): A0001

COUNTRY IMPORTED FROM: None
DISPOSITION DATE: None
COUNTRY EXPORTED TO: None

REGISTRATION HISTORY | AIRWORTHINESS | SUSPENSE

TYPE	DISPOSITION DATE	
Affidavit - Describing inability to obtain a recordable ownership document	Sep 15, 2022	VIEW DOWNLOAD
AC Form 8050-1 Aircraft Registration Application	Sep 15, 2022	VIEW DOWNLOAD

DOCUMENTS

REGISTRATION HISTORY | AIRWORTHINESS | SUSPENSE

TYPE	DISPOSITION DATE	
AC Form 8050-1 Aircraft Registration Application	N/A	VIEW DOWNLOAD
Aircraft Bill of Sale (AC Form 8050-2)	N/A	VIEW DOWNLOAD

NOTE

Documents in Suspense are any records that are awaiting confirmation or more information

When you select the View button, the record will open in an online viewer. The viewer allows you to view, print, or download the document. Note that some files can be too large to open in the viewer. Larger files will need to be downloaded to your computer for viewing:

Document Envelope ID: FD6A80C9-283E-4015-8C0C-38918200B9F1

Aircraft Registration Application
AC Form 8050-1

FAA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0042. Public reporting for this collection of information is estimated to be approximately 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required to obtain aircraft registration in accordance with 14 CFR Part 47. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hawthorne Parkway, Fort Worth, TX 76177-1524.

Privacy Act Statement: Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the solicitation of the information and whether disclosure of such information is mandatory or voluntary, the principal purpose for which the information is intended to be used; the routine uses which may be made of the information gathered; and the effects, if any, of not providing all or any part of the requested information.

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft in the form of airworthiness directives.

(5) To provide supporting information in court cases.

(6) To provide a data source for enforcement information for

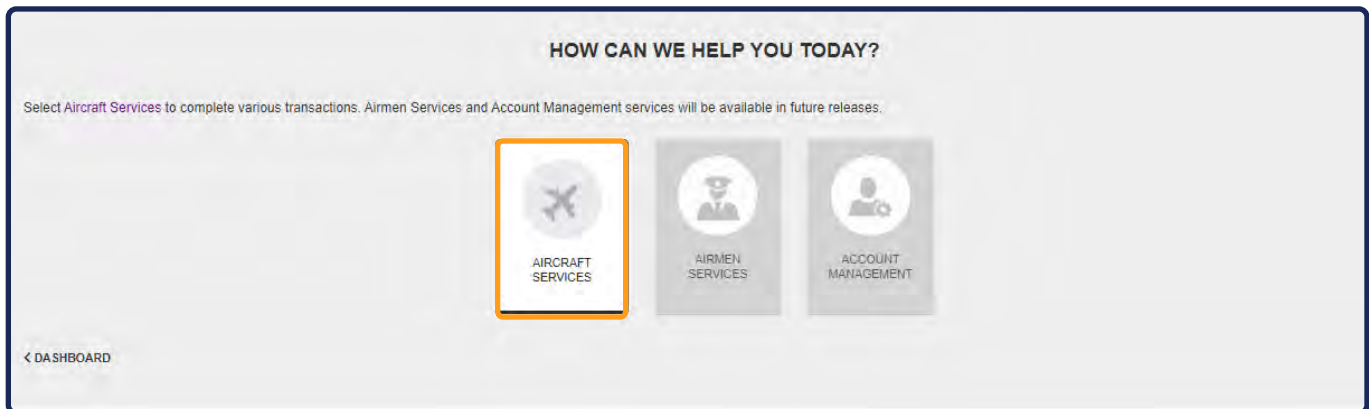


UNCONTROLLED COPY WHEN DOWNLOADED

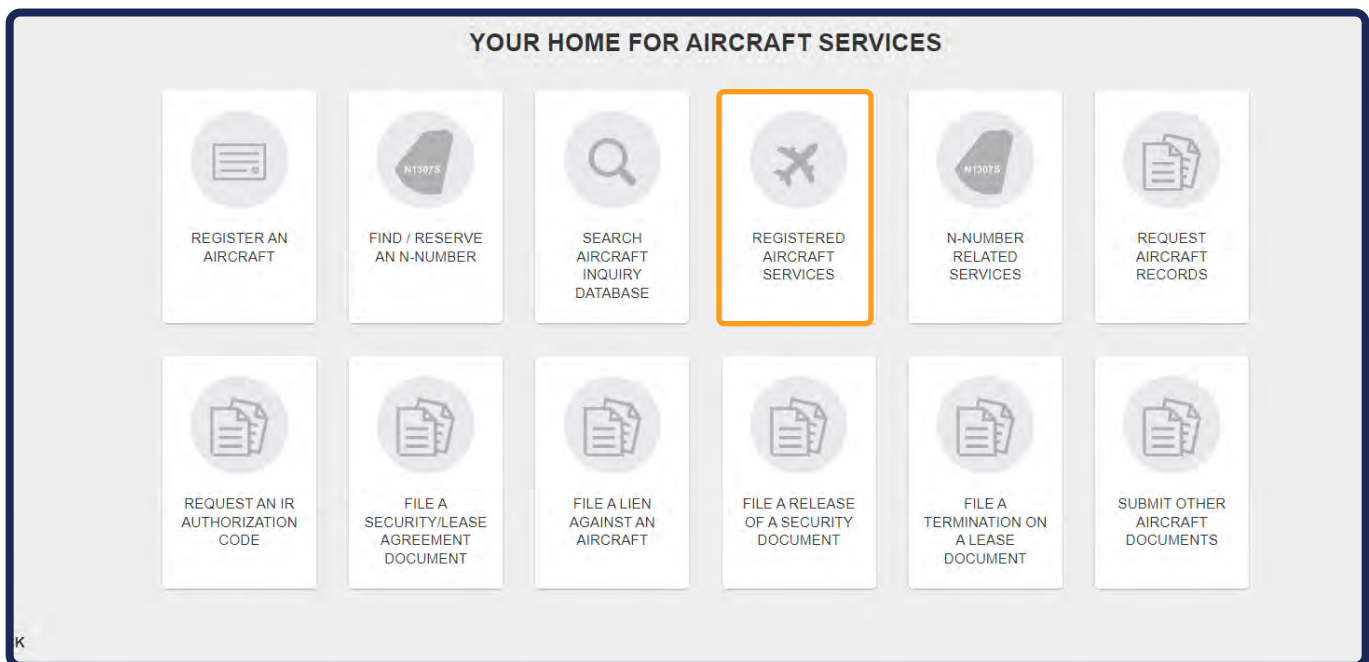
05 Manage Aircraft Registration

Registered Aircraft Services

- 1 On the **Services Selection** screen, select **AIRCRAFT SERVICES**:



- 2 The **AIRCRAFT SERVICES** screen appears. Select **REGISTERED AIRCRAFT SERVICES** button:



UNCONTROLLED COPY WHEN DOWNLOADED

- 3



The screenshot shows the 'Documents' page with a sidebar on the left containing a 'Review' button. The main content area has a header 'WHAT WOULD YOU LIKE TO DO TODAY'. Below this header, there is a section titled 'REQUEST TYPE - Required' with a dropdown menu that currently displays 'Select a Request Type'. A red arrow points to this dropdown menu.

REQUEST TYPE - *Required*

Select a Request Type

Renew Aircraft Registration 

Cancel Aircraft Registration

Address Change

Transfer Aircraft Ownership

Order a replacement Aircraft Certificate

- 4

Documents

Review

WHAT WOULD YOU LIKE TO DO TODAY

REQUEST TYPE - *Required*

Select a Request Type

DOCUMENTS

Please ensure all submitted documents are in a single file.

Any electronically filed documents must be signed in ink.

Documents signed in ink must be submitted as a PDF.

DOCUMENT TYPE

Select a Document Type

DOCUMENT TYPE

Select a Document Type

Renew Aircraft Registration

AC Form 8050-1B - Aircraft Registration Renewal Application

Other Supporting Documents

Appointment of Bankruptcy Trustee, Receiver or Liquidator

Articles of Organization/Incorporation/Association

Business Trust

CANCEL



UNCONTROLLED COPY WHEN DOWNLOADED

5 Fields appear to type N-Number and Serial Number of the aircraft:

The screenshot shows the 'Documents' section of the FAA Aircraft Registration Renewal Application. The 'REQUEST TYPE' is 'Renew Aircraft Registration'. The 'DOCUMENTS' section contains instructions: 'Please ensure all submitted documents have the complete aircraft description (ie. N-Number, Serial Number, Manufacturer and Model) and that all pages of each document are in a single file.' and 'Any electronically filed documents that require a signature must contain an acceptable digital signature. Documents signed in ink must be submitted by U.S. Post Office or commercial delivery services to the Aircraft Registration Branch.' The 'DOCUMENT TYPE' dropdown is set to 'AC Form 8050-1B - Aircraft Registration Renewal Application'. The 'DOCUMENT UPLOAD' section has a '+ Upload File' button. The 'N-NUMBER' field is highlighted with an orange callout box, showing 'N-' followed by a text input field. The 'SERIAL NUMBER' field is also highlighted with an orange callout box, showing a text input field. Below these fields is a checkbox labeled 'THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY'.

6 To upload a document to support your request, select the **+Upload File** button and add the document from your computer:

This screenshot is a closer view of the 'DOCUMENTS' section. It shows the same instructions and 'DOCUMENT TYPE' dropdown as the previous screenshot. The 'DOCUMENT UPLOAD' section now shows the '+ Upload File' button highlighted with an orange box, and a 'REMOVE' button next to it. The 'N-NUMBER' and 'SERIAL NUMBER' fields are also visible, with the 'N-NUMBER' field showing 'N-' followed by a text input field. The checkbox at the bottom is also visible.



UNCONTROLLED COPY WHEN DOWNLOADED

- 7 Select the **+Add Additional Document** button to receive another document type drop down and repeat step 6 - 7 until you have uploaded all documentation.

DOCUMENTS

Please ensure all submitted documents have the complete aircraft description (ie. N-Number, Serial Number, Manufacturer and Model) and that all pages of each document are in a single file.

Any electronically filed documents that require a signature must contain an acceptable **digital signature**.

Documents signed in ink must be submitted by U.S. Post Office or commercial delivery services to the **Aircraft Registration Branch**.

DOCUMENT TYPE: AC Form 8050-1B - Aircraft Registration Renewal Application

DOCUMENT UPLOAD: [Image] .jpg [REMOVE]

N-NUMBER: N- [] SERIAL NUMBER: []

☐ THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY

+ ADD ADDITIONAL DOCUMENT

- 8 You may need to enter the N-Number and Serial Number, depending upon which Document Type(s) you've uploaded. If they are required, you will be notified by the red error indicator

N-NUMBER: N- [] SERIAL NUMBER: []

⚠ Please enter a value for N-Number OR Serial Number.

☐ THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY

+ ADD ADDITIONAL DOCUMENT

CANCEL **CONTINUE >**

Once you've entered all necessary information, click the Continue button

NOTE

Checking the box in the image below will bypass payment for previously paid for registrations, corrections to registrations that have been paid, or government submissions. If this does not apply to you, DO NOT select this check box. Your registration will be significantly delayed:

☐ THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY



UNCONTROLLED COPY WHEN DOWNLOADED

9 The **Review** screen appears. Review the information, select the **ATTESTATION** checkbox to verify the accuracy of the information, then click the **Submit** button:

ALMOST DONE. LET'S MAKE SURE WE
TAKE A MINUTE TO REVIEW YOUR S

REQUEST TYPE
Renew Aircraft Registration

DOCUMENTS

DOCUMENT TYPE	DOCUMENT
Aircraft Registration Renewal Application (AC Form 8050-1B)	RenewalApp.pdf

N-NUMBER	SERIAL NUMBER
1234	985214

ATTESTATION

☐ I DO HEREBY ATTEST THAT THE DOCUMENT(S) ATTACHED HEREBY IS/ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I SUBJECT ME TO ADMINISTRATIVE, CIVIL, OR CRIMINAL LIABILITY

SUBMIT >

10 If a payment is required, you will be redirected to your CARES Shopping Cart. Locate the transaction, then select the **PAY WITH PAY.GOV** button:

MyFAA

CARES

Sign Out Search Contact Welcome, Shopping Cart

SHOPPING CART
ALL PAYMENTS ARE COMPLETED SECURELY ON THE PAY.GOV WEBSITE

E-FILE SUBMISSION	
Registered Aircraft Services - Renew Aircraft Registration	Richard Lush
SUBMIT NOW	
\$5.00	
TOTAL	
\$5.00	

PAY WITH PAY.GOV



UNCONTROLLED COPY WHEN DOWNLOADED

- 11** The Pay.gov interface appears. Follow the steps to enter your payment information, then select the **Continue** button:

FAA Aircraft Registration

Payment Information

Payment Amount \$5.00

I want to pay with my

- ☐ Bank account (ACH)
- ☐ Amazon account
- ☐ PayPal account
- ☒ Debit or credit card

Continue [Cancel](#)

FAA Aircraft Registration

Please review the payment information. Required fields are marked with an *

Agency Tracking ID
j88pwn.r6D

Payment Amount
\$5.00

Payment Method
Plastic Card

Cardholder Name
James Kirk

Card Type
MASTERCARD

Card Number
*****6844

Cardholder Billing Address
123 Main Street

Billing Address 2

City
Tomball

Country
United States

State/Province
TX

ZIP/Postal Code
2780

☒ * I authorize a charge to my card account for the above amount in accordance with my card issuer agreement

Continue [Previous](#) [Cancel](#)



UNCONTROLLED COPY WHEN DOWNLOADED

12 On your CARES dashboard, **Renew Aircraft Registration** displays under the heading of **Pending Agency Review**:

The screenshot shows the Federal Aviation Administration Civil Aviation Registry dashboard. The 'PENDING AGENCY REVIEW' section is highlighted with an orange box. An arrow points to the 'ESTIMATED REVIEW DATE' column header in the table.

DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Registered Aircraft Services - Renew Aircraft Registration - N1234/985214	Sep 6, 2022	May 31, 2023	Pending
Submit Other Aircraft Documents - Other Supporting Documents - N1234B/123456789	Sep 8, 2022	Jun 2, 2023	Pending
File a Security/Lease Agreement Document - Security Agreement - N123FG/54789632	Sep 14, 2022	Jun 8, 2023	Pending

Tool Tip

Select the information icon to view the definitions of items in the PENDING AGENCY REVIEW section (Pending, Under Review, Estimated Review Date).

DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Registered Aircraft Services - Renew Aircraft Registration - N1234/985214	Sep 6, 2022	May 31, 2023	Pending
Submit Other Aircraft Documents - Other Supporting Documents - N1234B/123456789	Sep 8, 2022	Jun 2, 2023	Pending
File a Security/Lease Agreement Document - Security Agreement - N123FG/54789632	Sep 14, 2022	Jun 8, 2023	Pending

STATUSES

Pending - Your application or documents have been submitted to the Agency and is awaiting assignment to a team member in order to start your review process.

Under Review - Your application or documents have been assigned to an Agency team member and are in review.

ESTIMATED REVIEW DATE

Estimated Review Date is the estimated date that your application or document will be worked on by an Examiner.



UNCONTROLLED COPY WHEN DOWNLOADED

06

Aircraft Registration - Individual



UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

Sign In to CARES

Before you get started:

- You must have a CARES Individual account to proceed with the steps in this guide. For help creating a CARES Individual account, refer to the [Sign Up for CARES Account User Guide](#)

To Sign In, navigate to the CARES home page at CARES.FAA.GOV

- Sign in with your Registered Public User Account
- When the Terms of Service appear, select the **I AGREE** button:

The screenshot shows the CARES homepage. At the top, the FAA logo is on the left, and the text 'Civil Aviation Registry Electronic Services (CARES)' is in the center. A 'Sign In / Register' button is highlighted with an orange circle labeled 'a'. Below the header, there's a section titled 'YOU CAN HAVE THE FAA REGISTRY AT YOUR FINGERTIPS' with a brief description of the CARES system. To the right, a 'HOW CAN WE HELP YOU TODAY?' section lists options like 'REGISTER, UPDATE OR MANAGE AIRCRAFT RECORDS'. A 'TERMS OF SERVICE' modal is open in the foreground, containing text about government-authorized use and a list of terms. At the bottom of the modal, the 'I AGREE' button is highlighted with an orange circle labeled 'b'.

United States Department of Transportation

About DOT Our Activities Areas of Focus

FAA Civil Aviation Registry Electronic Services (CARES)

Welcome, Guest Search Contact Us

YOU CAN HAVE THE FAA REGISTRY AT YOUR FINGERTIPS

The CARES System for the FAA's Civil Aviation Registry gives you control over your FAA records, increases the speed of the application processes, all while providing protection against fraud. Whether you need to register an aircraft, update information or request official copies of your records, we've got you covered.

HOW CAN WE HELP YOU TODAY?

AIRCRAFT SERVICES
REGISTER, UPDATE OR MANAGE AIRCRAFT RECORDS
SIGN IN / REGISTER
LEARN MORE

TERMS OF SERVICE

You are accessing a U.S. Government-authorized information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, (4) all devices and storage media attached to this network or to a computer on this network, and (5) all cloud services and hosting environments supporting this information system. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By logging in and using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, communication between the user and this information system, data transiting to/from the system, or stored on this system is subject to monitoring, interception, and search.

☒ I AGREE ☐ I DISAGREE

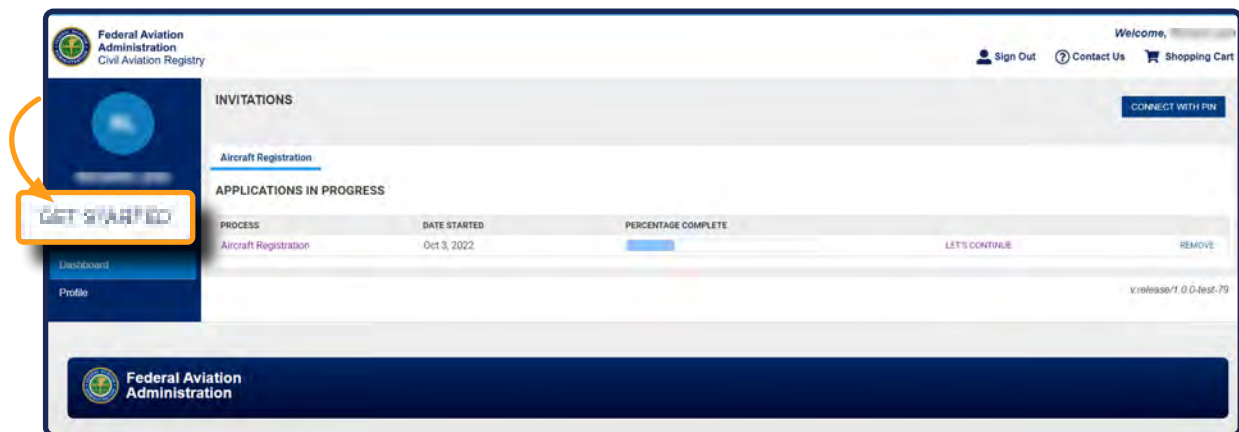


UNCONTROLLED COPY WHEN DOWNLOADED

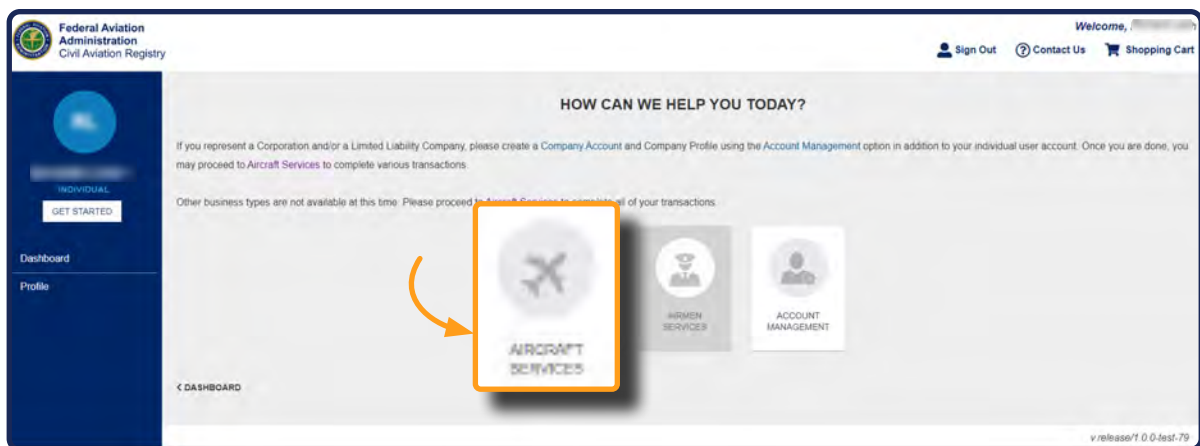
NOTE

Your User Dashboard only appears if you have pending actions in CARES. If you have not started an application, or have no activity yet, you will land on the Get Started screen, as seen in step 2.

- 1 On your User Dashboard, select the **GET STARTED** button:

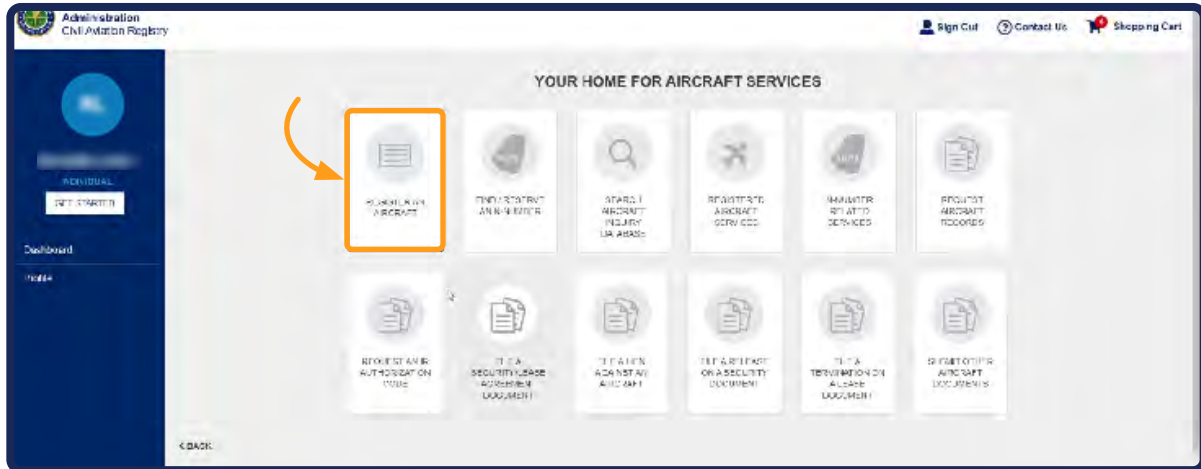


- 2 The registry option buttons appear. Select the **AIRCRAFT SERVICES** button:

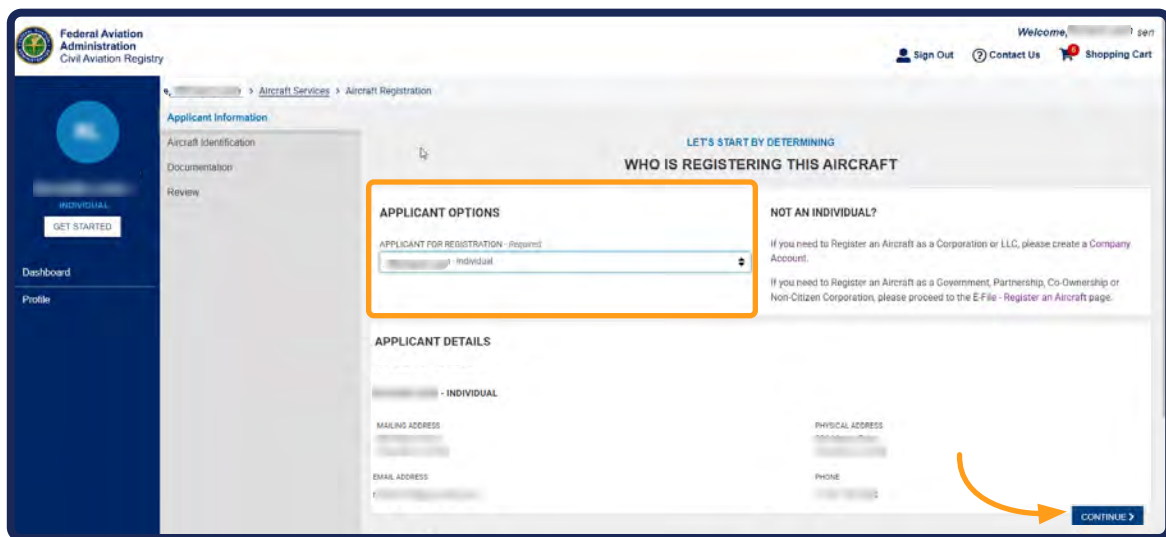


UNCONTROLLED COPY WHEN DOWNLOADED

- 3 The Aircraft Services screen appears, displaying all available services. Select the **REGISTER AN AIRCRAFT** button:



- 4 The **Applicant Information** screen appears. Select the **APPLICANT FOR REGISTRATION** drop-down menu, then select yourself as **Individual**. Next, select the **CONTINUE** button:



UNCONTROLLED COPY WHEN DOWNLOADED

- 5 The **Aircraft Identification** screen appears. Select **NEW US AIRCRAFT REGISTRATION**:

The screenshot shows the 'Aircraft Identification' screen for Bruce Wayne. The left sidebar contains a 'GET STARTED' button and links to 'Dashboard' and 'Profile'. The main content area has a header 'TELL US A LITTLE ABOUT THE AIRCRAFT' and a sub-header 'LET'S START WITH THE AIRCRAFT IDENTIFICATION INFORMATION'. Below this, there's a section 'AIRCRAFT INFORMATION' with 'AIRCRAFT STATUS - Required'. Two buttons are visible: 'NEW U.S. AIRCRAFT REGISTRATION' (highlighted with an orange box) and 'PREVIOUSLY REGISTERED IN THE U.S.'. A 'CONTINUE' button is at the bottom right.

- 6 The **Select Import Status** drop-down menu appears. Select **Yes** or **No**:

This screenshot shows the 'Aircraft Identification' screen with the 'Select Import Status' drop-down menu open. The menu is highlighted with an orange box and shows two options: 'Yes' and 'No'. The background shows the same 'AIRCRAFT INFORMATION' section as the previous screenshot.

If you select Yes for Import Status, a drop down menu appears with choices for **COUNTRY IMPORTED FROM**. Select the country from the menu, then type a **DEREGISTRATION DATE**, if applicable:

This screenshot shows the 'Aircraft Identification' screen with the 'COUNTRY IMPORTED FROM' drop-down menu open. The menu is highlighted with an orange box and shows a list of countries: Canada, Bulgaria, Burkina Faso, Burundi, Cabo Verde, Cambodia, Cameroon, and Canada. The 'DEREGISTRATION DATE' field is also visible, showing '08/31/2022'. The background shows the same 'AIRCRAFT INFORMATION' section as the previous screenshots.



UNCONTROLLED COPY WHEN DOWNLOADED

- 7 The **AIRCRAFT TYPE** options appear. Select the type of aircraft you're registering (in this example, **ALL OTHER AIRCRAFT** is selected):

The screenshot shows the 'AIRCRAFT REGISTRATION' form. At the top, there are two tabs: 'AIRCRAFT REGISTRATION' (active) and 'REGISTERED IN THE U.S.'. Below the tabs, there is a question: 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required'. A dropdown menu is open, showing 'No'. Below this, there is a section titled 'AIRCRAFT TYPE - Required'. It contains four buttons: 'AMATEUR BUILT', 'LIGHT-SPORT', 'UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES', and 'ALL OTHER AIRCRAFT'. The 'ALL OTHER AIRCRAFT' button is highlighted with an orange border. At the bottom left, there is a '< BACK' button, and at the bottom right, there is a 'CONTINUE >' button. The version number 'v.release/1.0.0-test-83' is visible in the bottom right corner.

- 8 Select the **YEAR**, **MANUFACTURER**, **MODEL** from the drop-down menus that appear, then type the aircraft **Serial Number** (all are required):

The screenshot shows the 'Aircraft Identification' section of the form. It includes three dropdown menus: 'YEAR' (set to 2019), 'MANUFACTURER - Required' (set to 'aero'), and 'MODEL - Required' (set to 'Select a Model'). Below the 'YEAR' dropdown, there is a red error message: 'Serial Number is required.' Below the 'MANUFACTURER' dropdown, there is a list of manufacturers: AD Aerospace Ltd (United Kingdom), Advanced Aerodynamics and Structures Inc. (United States), Advanced Aeromarine (United States), Aeritalia-Società Aerospaziale Italiana pA (Italy), Aero Adventure, and Aero Adventure Inc (United States). Below the 'MODEL' dropdown, there is a red error message: 'Model is required.' At the bottom, there are three buttons: 'USE ONE OF MY RESERVED NUMBERS', 'SEARCH FOR AN AVAILABLE NUMBER', and 'ASSIGN THE NEXT AVAILABLE NUMBER'. At the bottom left, there is a '< BACK' button, and at the bottom right, there is a 'CONTINUE >' button.



UNCONTROLLED COPY WHEN DOWNLOADED

Select an N-Number

9 Next, select an option for your N-Number. A description of each option appears when selected:

- a Select the **USE ONE OF MY RESERVED N-NUMBERS** button. If you have received confirmation from FAA that you have a reserved N-Number, type the number in the **RESERVED N-NUMBER** field:

N-NUMBER OPTIONS - Required

USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

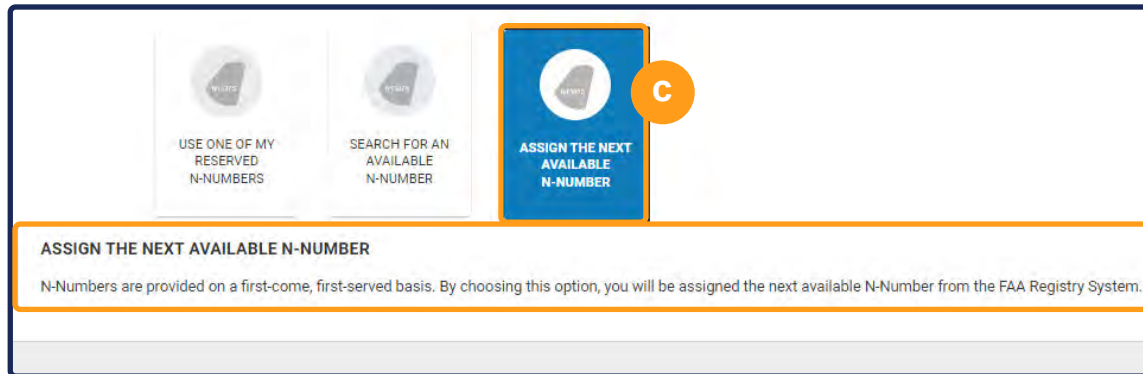
DON'T HAVE AN N-NUMBER RESERVED YET?

N-Numbers are provided on a first-come, first-served basis. You may request a reservation for an N-Number by visiting the [FAA Reservation](#) site. A request for reservation does not guarantee an N-Number is available to reserve until the request is reviewed and approved by an FAA Registry Examiner. Once approved, you will receive a written reservation confirmation notice. At that time the N-number may be assigned to an aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

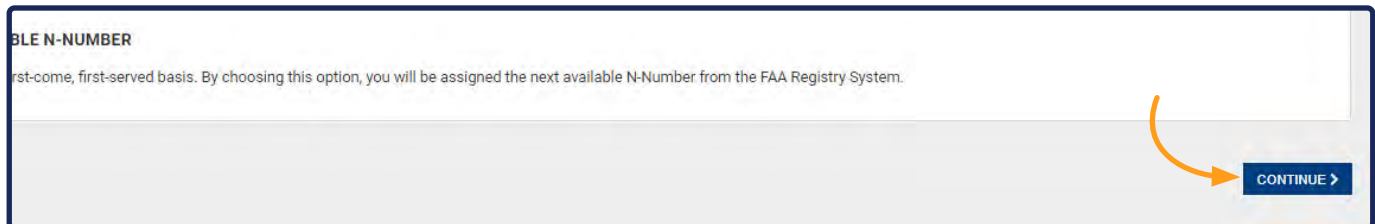
SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

When complete, select the **CONTINUE** button:



BLE N-NUMBER

st-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Documents

11 Upon completing required aircraft information, the **Documentation** screen appears:

- a** Select the **DOCUMENT TYPE** drop-down menu, then select **AC Form 8050-2 Aircraft Bill of Sale**
- b** Select the **+Upload File** button, then select the Bill of Sale document from your computer:

- c** Type the **DATE OF SALE** and **AMOUNT OF SALE** in their respective fields
- d** Select the **+ ADD SELLERS** button to add the seller or sellers name and title:

When complete, select the **CONTINUE** button



UNCONTROLLED COPY WHEN DOWNLOADED

- 12** The Review screen appears. Review the information you provided. When complete, select the **ATTESTATION** check-box, then select the **Submit** button. To make changes, select the **<Back** button:

DOCUMENT TYPE
AC FORM 8050-98 Aircraft Security Agreement

DOCUMENT
Sample Document.pdf

THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY?
No

N-NUMBER
N123AB

SERIAL NUMBER
None

N-NUMBER
N345AB

SERIAL NUMBER
None

N-NUMBER
N456AB

SERIAL NUMBER
None

NUMBER OF NON-AIRCRAFT COLLATERALS
10

ATTESTATION

☐ I DO HEREBY ATTEST THAT THE DOCUMENT(S) ATTACHED HEREBY IS/ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I UNDERSTAND THAT ANY FALSIFICATION, OMISSION, OR CONCEALMENT OF MATERIAL FACT MAY SUBJECT ME TO ADMINISTRATIVE, CIVIL, OR CRIMINAL LIABILITY

< BACK

SUBMIT >

- 13** The **CERTIFICATIONS** screen appears. Follow the on-screen instructions to select the appropriate citizenship status, then select the **SIGN** button:

CERTIFICATIONS

I / We certify that the above aircraft is owned by the undersigned applicant who is: (Must Check A, B, C or D)

A. ☐ A CITIZEN OF THE UNITED STATES AS DEFINED BY 49 USC 40102(A)(15)

B. ☐ A RESIDENT ALIEN WITH ALIEN REGISTRATION (FORM 1-551) NO.

C. ☐ A NON-CITIZEN CORPORATION AND SAID AIRCRAFT IS BASED AND PRIMARILY USED IN THE UNITED STATES.

D. ☐ A CORPORATION USING A VOTING TRUST TO QUALIFY.

If box C or D above is checked, I, the below signed, certify that I am authorized, by the applicant shown above, to sign corporate documents and to seek aircraft registration on behalf of the entity and that I will provide the same authorization if requested;

I/We certify that the aircraft is not registered under the laws of any foreign country; and

I/We certify that legal evidence of ownership is attached or has been filed with the Federal Aviation Administration.

ANY AND ALL SIGNATORIES OF THIS APPLICATION MUST READ THE FOLLOWING AND UNDERSTAND THAT, BY APPLYING A SIGNATURE TO THIS DOCUMENT, THEY ARE SUBJECT TO THE REFERENCED STATUTES AND ASSOCIATED PENALTIES.

I/we hereby certify that the information provided in, and in any attachments to, this application for aircraft registration is true, accurate and correct to the best of my/our knowledge and belief. I/we understand that the FAA administrator will rely on the information I/we provide in determining my/our qualification for aircraft registration. I/we understand that whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device any material fact(s), statement(s), representation(s) or entry(ies) may be fined up to \$500,000 or imprisoned for not more than five (5) years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact; or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306), and the registration of the subject aircraft may be delayed, denied and/or revoked.

< BACK

SIGN >



UNCONTROLLED COPY WHEN DOWNLOADED

DocuSign

1 You will be redirected to DocuSign to provide an electronic signature. Select the **I agree to use electronic records and signature** check-box, then select the **Continue** button:

Please Review & Act on These Documents

FAA Civil Aviation Registry
FAA

Please read the Electronic Record and Signature Disclosure
☐ I agree to use electronic records and signatures.

CONTINUE **OTHER ACTIONS**

2 To digitally sign the document:

- Select the **START** button
- Select the **Sign** button to place your digital signature
- Select the **FINISH** button to complete signing and return to **CARES**:

START **FINISH** **OTHER ACTIONS**

**Aircraft Registration Application
AC Form 8050-1**

NOTE: If necessary, applicants must sign. Use next page and add page(s) if necessary.

11)	SIGNATURE	DATE: 10/15/2022
	TYPED/PRINTED NAME: Silvio Wayne	TITLE: Owner
12)	SIGNATURE	DATE:
	TYPED/PRINTED NAME:	TITLE:

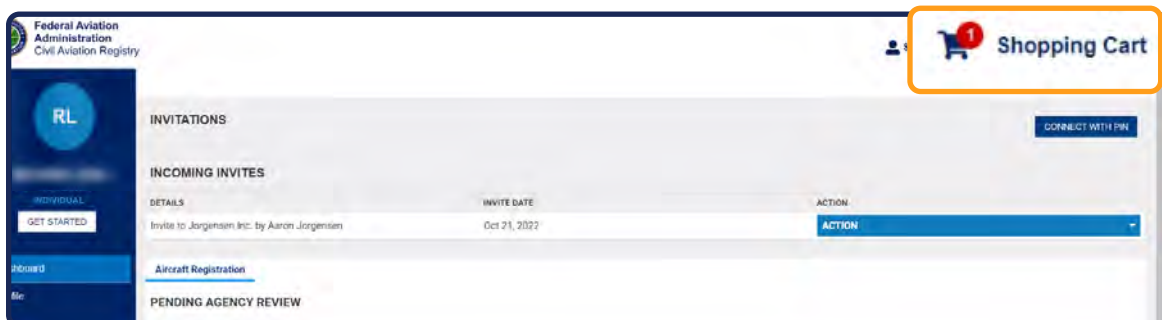


UNCONTROLLED COPY WHEN DOWNLOADED

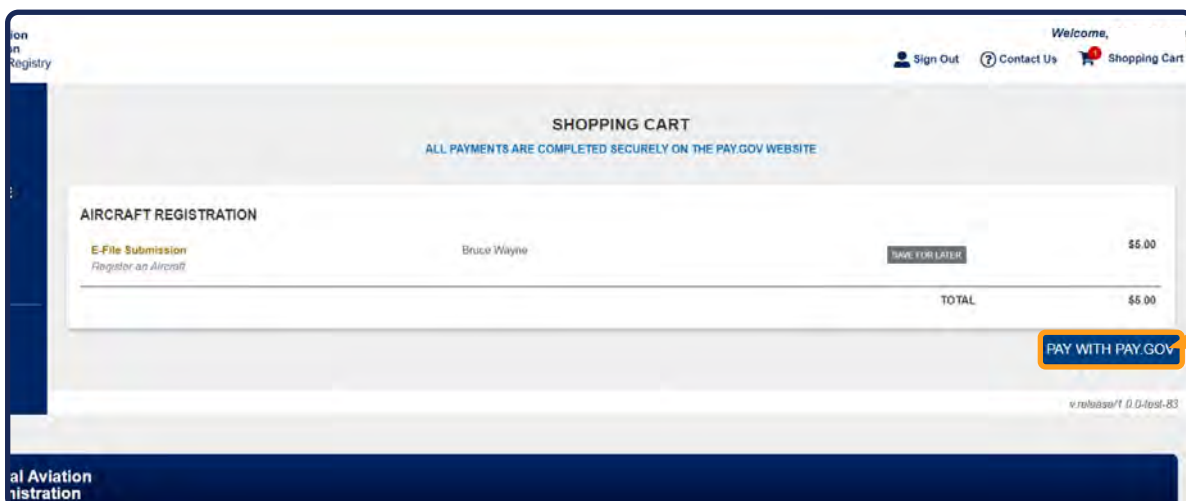
06 Aircraft Registration – Individual

PAY.gov

- 1 Navigate to your **CARES** shopping cart by selecting the **Shopping Cart** icon:

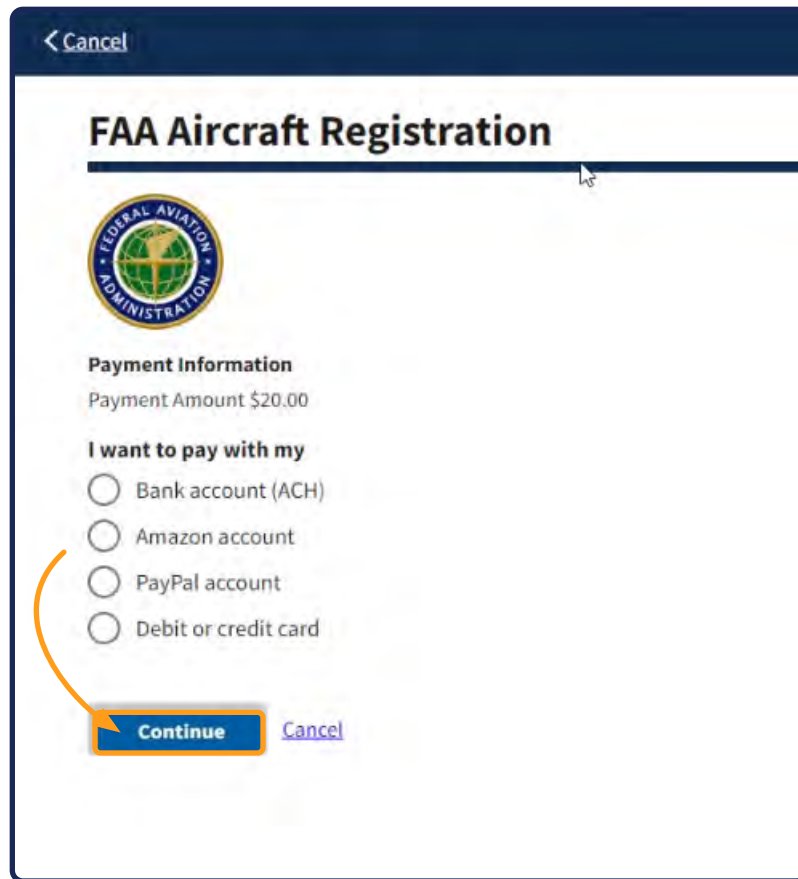


- 2 On the **SHOPPING CART** screen, select the **PAY WITH PAY.GOV** button:



UNCONTROLLED COPY WHEN DOWNLOADED

3 You will be re-directed to PAY.gov. Select a payment method, then select the **Continue** button:

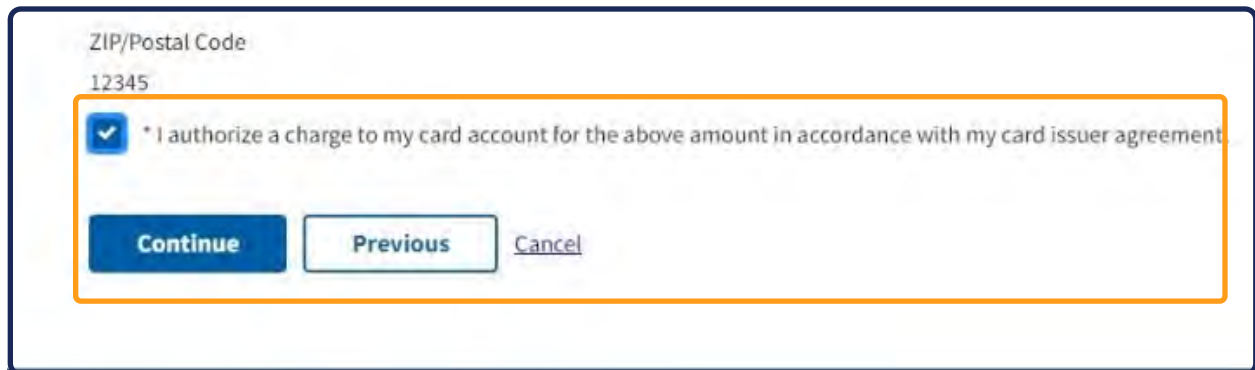


The screenshot shows a web interface for FAA Aircraft Registration. At the top left is a '< Cancel' link. The main heading is 'FAA Aircraft Registration'. Below this is the FAA logo. The section 'Payment Information' shows 'Payment Amount \$20.00'. Under the heading 'I want to pay with my', there are four radio button options: 'Bank account (ACH)', 'Amazon account', 'PayPal account', and 'Debit or credit card'. At the bottom, there is a blue 'Continue' button and a purple 'Cancel' link. An orange arrow points from the 'Continue' button to the left.



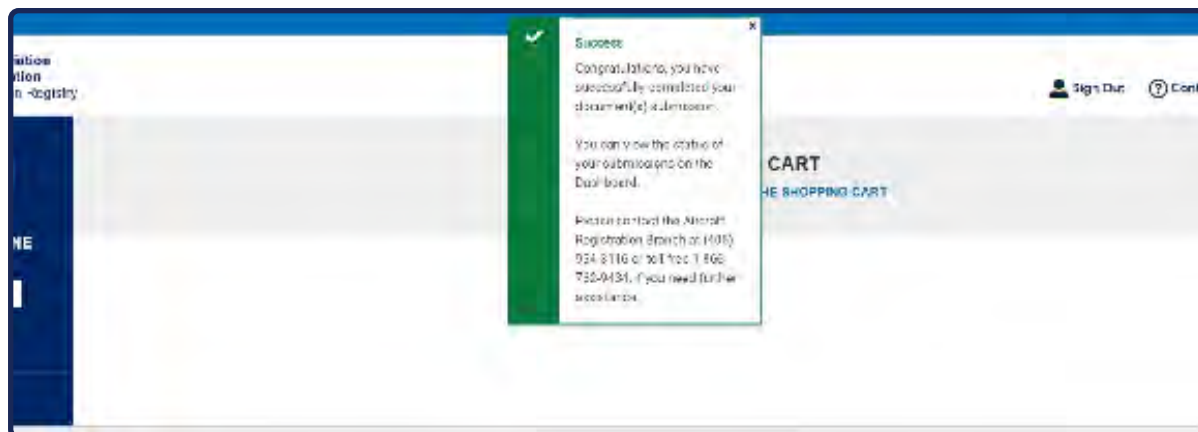
UNCONTROLLED COPY WHEN DOWNLOADED

- 4 Enter, review, and authorize your payment information, then select the **Continue** button:



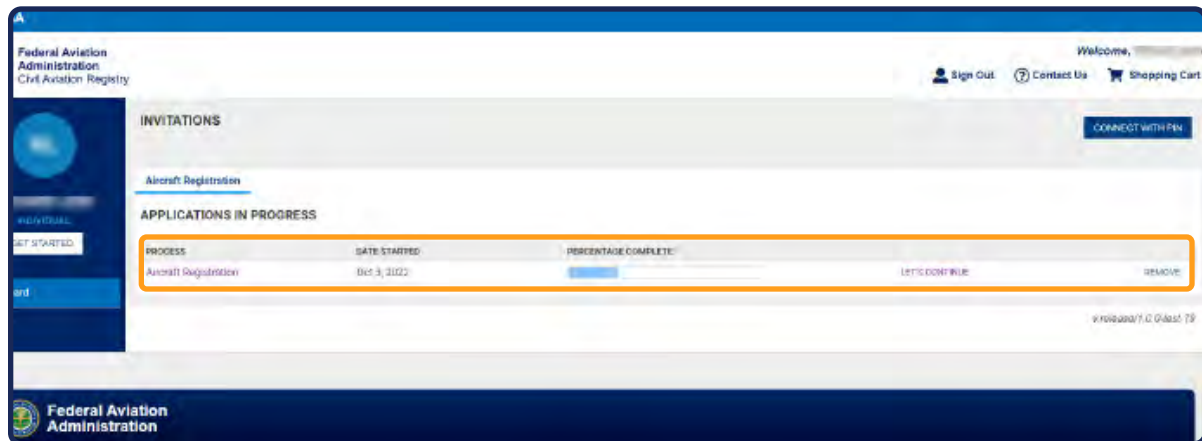
A screenshot of a payment authorization form. At the top, it says "ZIP/Postal Code" followed by "12345". Below this is a checkbox with a checkmark inside, followed by the text: "* I authorize a charge to my card account for the above amount in accordance with my card issuer agreement". At the bottom of the form, there are three buttons: "Continue" (blue), "Previous" (light blue), and "Cancel" (text link).

- 5 When your payment has been approved, you will return to CARES, and a success message will appear:

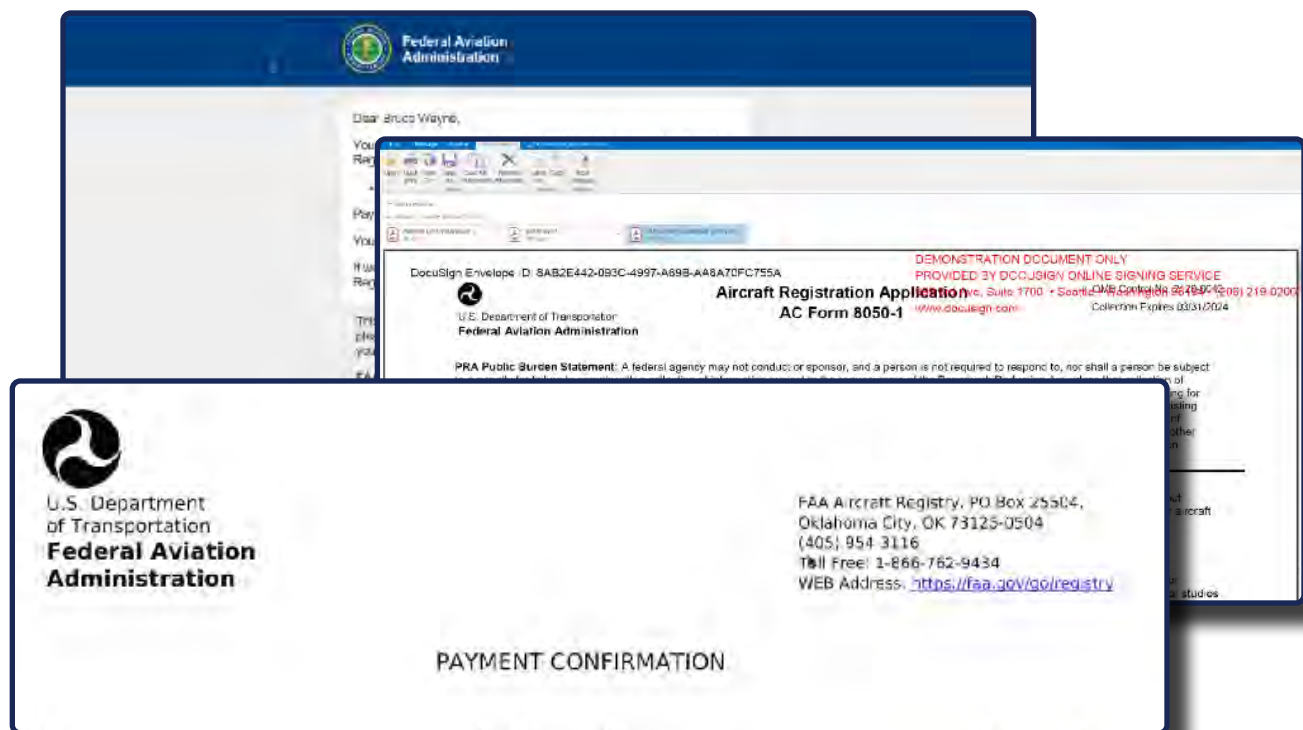


UNCONTROLLED COPY WHEN DOWNLOADED

6 Your registration appears on your Dashboard in the **PENDING AGENCY REVIEW** section:



7 You will receive an email stating that payment has been submitted with a confirmation number, a payment receipt, and a copy of the signed FAA Aircraft Registration:



UNCONTROLLED COPY WHEN DOWNLOADED

07

N-Numbers

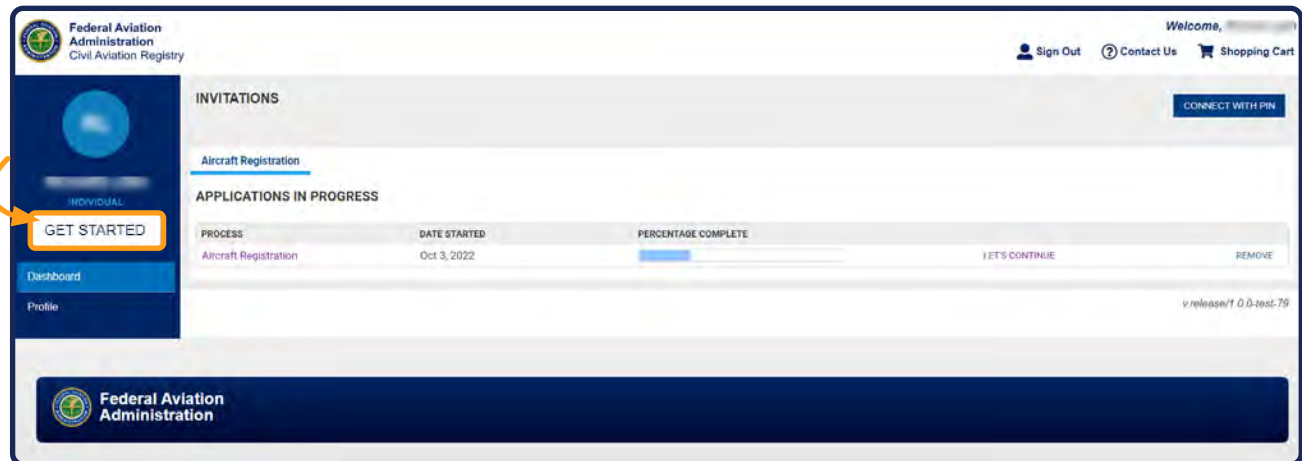


UNCONTROLLED COPY WHEN DOWNLOADED

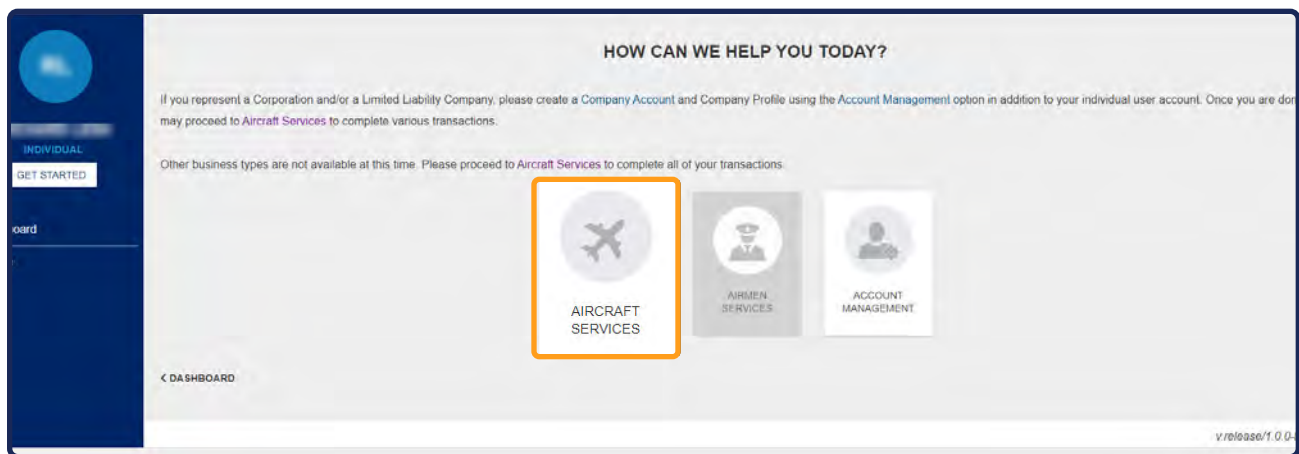
[<Back to Contents](#)

You can use CARES to initiate a search for N-Number availability, reserve, renew, or change/cancel an N-Number reservation through the FAA's Aircraft Registry. CARES will display pending N-Number actions on your user dashboard, and allow you to pay related fees at Pay.gov.

- 1 From your user dashboard, select the **GET STARTED** button:

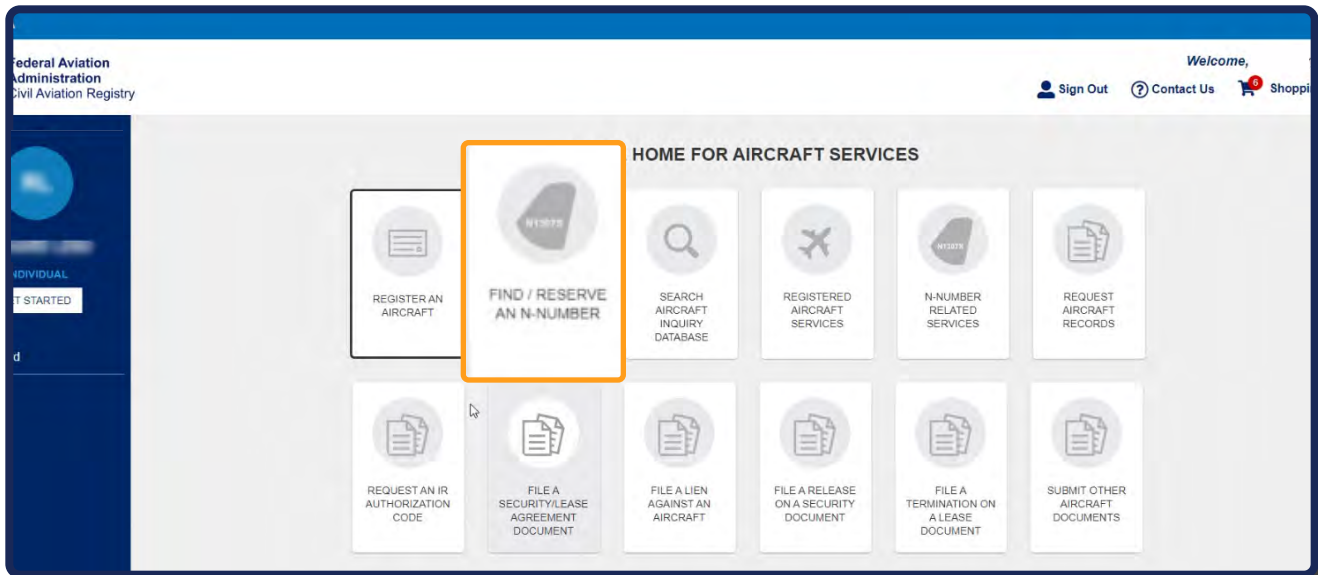


- 2 The **Services Selection** screen appears. Select **AIRCRAFT SERVICES**:

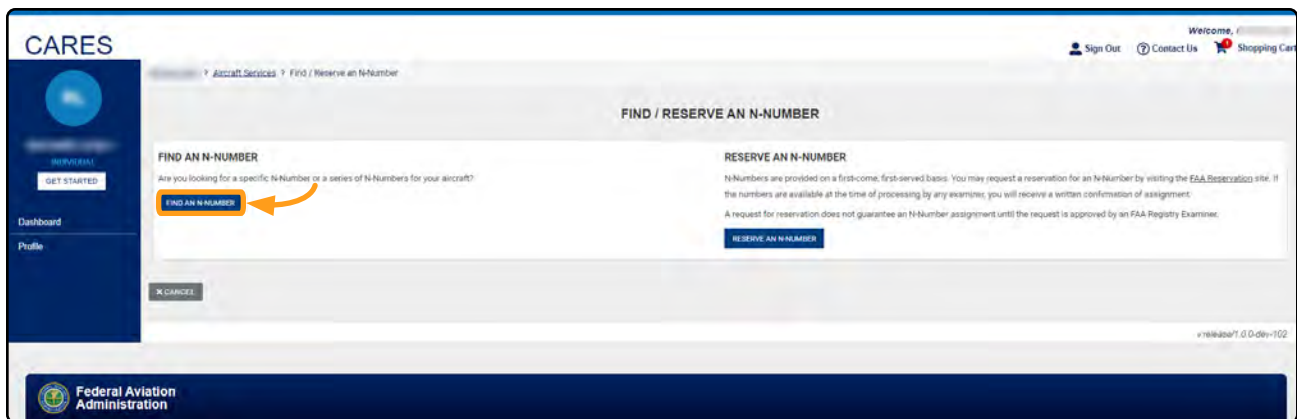


UNCONTROLLED COPY WHEN DOWNLOADED

3 The AIRCRAFT SERVICES screen appears. Select **FIND/RESERVE AN N-NUMBER**:

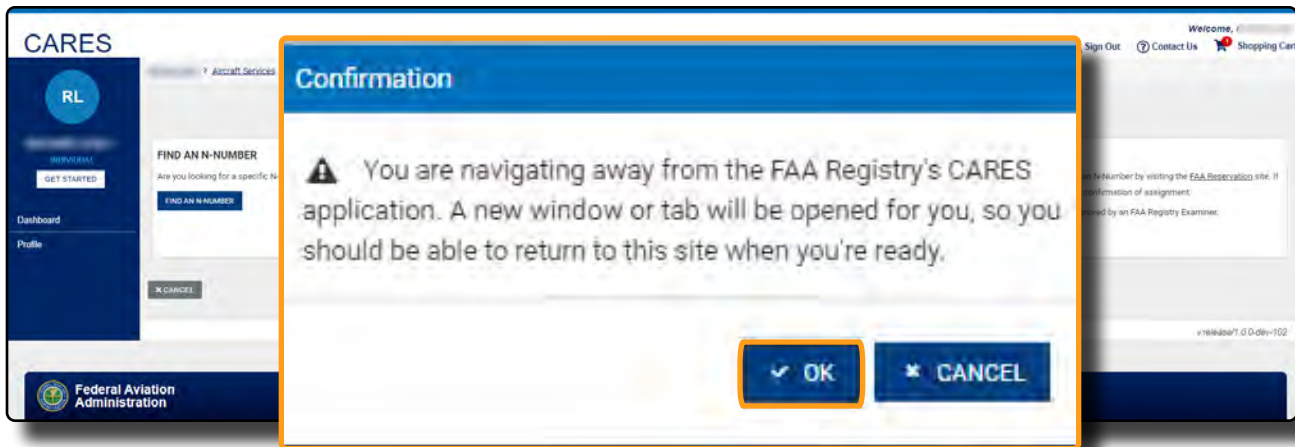


4 The **FIND/RESERVE N-NUMBER** screen appears. Select the **FIND AN N-NUMBER** button:

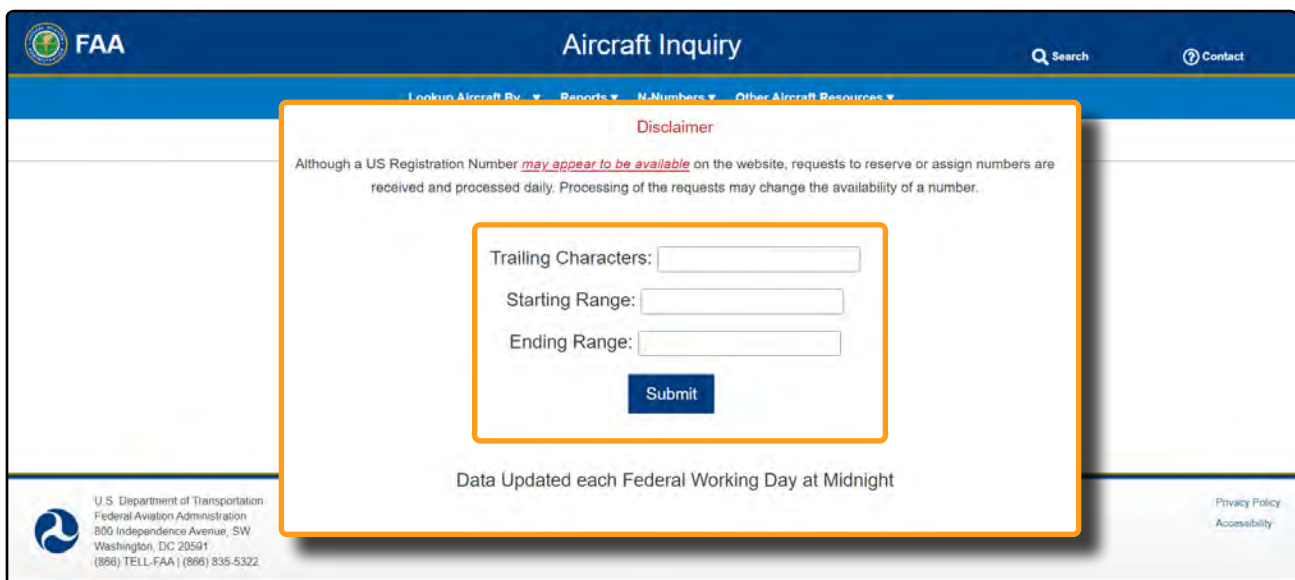


UNCONTROLLED COPY WHEN DOWNLOADED

- 5 A Confirmation message appears, stating that you will navigate away from the FAA Registry's CARES application. Select the **OK** button to open the FAA's Aircraft Registry Services page in a new window or tab:



- 6 The FAA Aircraft Inquiry screen for N-Number Availability appears in a new window or tab in your browser. To view a specified range of N-Numbers currently available, enter the **Trailing Characters**, **Starting Range**, and **Ending Range** of the N-Number range you wish to use or reserve:



UNCONTROLLED COPY WHEN DOWNLOADED

7 The list of expired or pending expiration N-Numbers within the range are listed. You can print, save the list as an excel or comma-separated value (csv) spreadsheet, or redo the search by selecting the magnifying glass icon:

United States Department of Transportation

FAA

Aircraft Inquiry

Search

Con

Lookup Aircraft By...▼

Reports▼

N-Numbers▼

Other Aircraft Resources▼

FAA REGISTRY

Expired / Pending Aircraft Registration Cancellation Results

Data Updated Each Federal Working Day At Midnight

Showing 1 - 50 of 97 (Page 1 of 2)

1

2

>

N-NUMBER RANGE ENTERED: 100AB TO 500AB

121AB	136AB	146AB	159AB	174AB	176AB	183AB	190AB	192AB	199AB
198AB	202AB	212AB	213AB	214AB	219AB	233AB	240AB	241AB	246AB
281AB	284AB	285AB	286AB	289AB	264AB	268AB	268AB	268AB	269AB
272AB	274AB	276AB	278AB	280AB	297AB	299AB	302AB	306AB	307AB
327AB	330AB	349AB	361AB	363AB	364AB	371AB	372AB	373AB	374AB

1

2

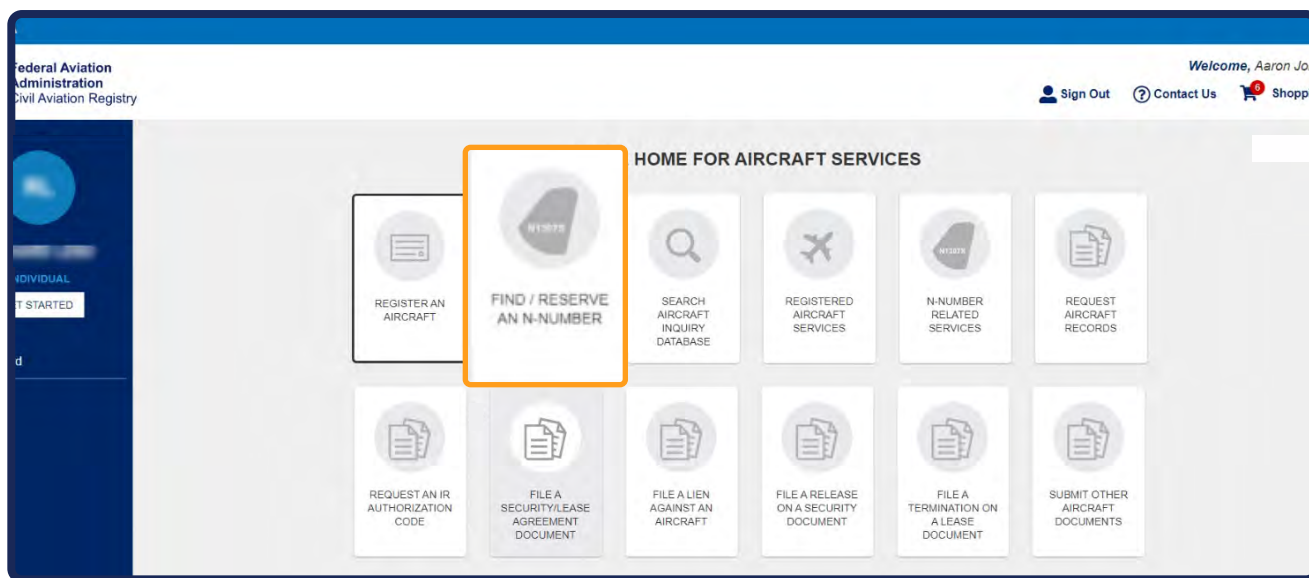
>



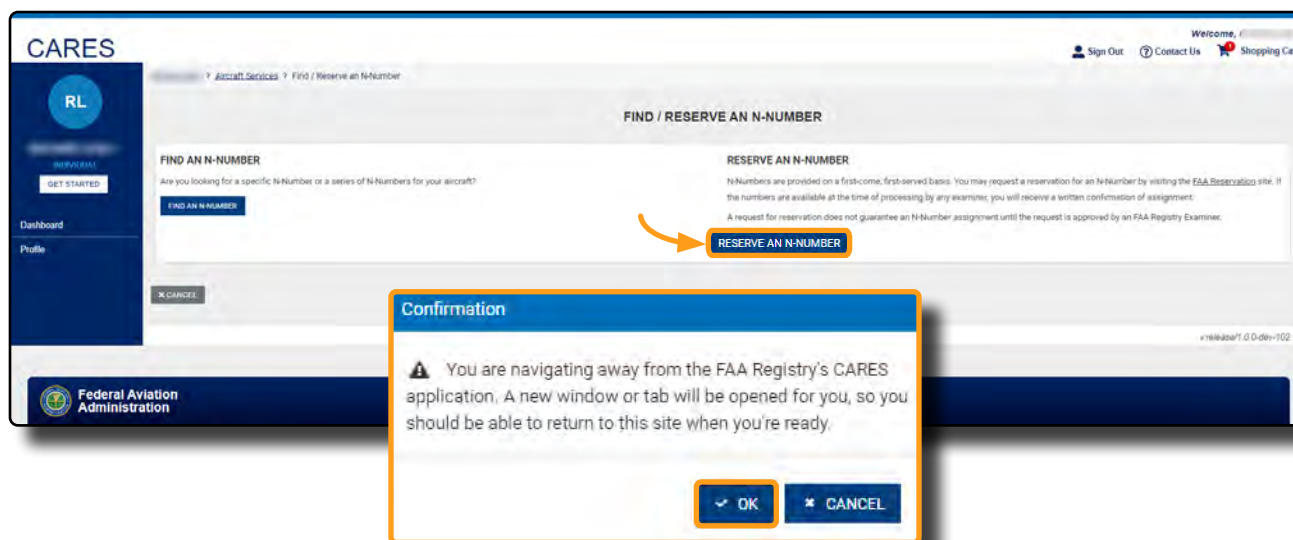
UNCONTROLLED COPY WHEN DOWNLOADED

Reserve an N-Number

8 To start the N-Number reservation process using CARES, select **FIND/RESERVE AN N-NUMBER** on the **AIRCRAFT SERVICES** screen:



9 On the Find/Reserve An N-Number screen, select the **Reserve an N-Number** button. A confirmation message appears, indicating that you will be redirected away from CARES. Select **OK** to continue:



UNCONTROLLED COPY WHEN DOWNLOADED



10 The FAA Registry Aircraft N-Number Reservation window appears. Type up to five N-Numbers to reserve exact N-Number, or you can reserve up to 10 numbers ending in 2 characters. When complete, select **Proceed with Request**:

FAA Registry Aircraft N-Number Reservation Thursday, 09/22/2022 02:54:10 PM

This site is provided to allow users to request the reservation of an available N-Number.

Requesting reservation from the site does not guarantee reservation. Requests are processed in order of receipt and it is possible that other requests for the same N-Number are already in process.

The cost to reserve an N-Number online is \$10.00 (payable by credit card).

Online N-Number reservation consists of the following steps:

- Enter N-Number(s) for Reservation
- Verify N-Number Reservation Information
- Credit Card Payment Processing

What's a Valid N-Number ? (Click to Show Instructions...)

Let's get started...

Select up to 5 N-Numbers in order of preference: N- N- N- N- N-

... or ...

Reserve N Number(s) ending (provide exactly 2 characters)

✓ Javascript Enabled
* = Required



UNCONTROLLED COPY WHEN DOWNLOADED

11 The **FAA Registry Aircraft N-Number Reservation** screen appears. Fill out your Name, Address, and Phone number. Also, validate your request and select **Proceed with Request**:

Federal Aviation Administration

FAA Home » Licenses & Certificates » Aircraft » Certificates » Reserve

FAA Registry Aircraft N-Number Reservation Monday, 09/26/2022 02:19:23 PM

N-Number	Status
159AB	Available for Request
293AB	Assigned
373AB	Available for Request

2 of the N-Numbers listed appear to be available for your request.

*How many of the N-Numbers available for request do you want reserved?

NOTE: Your request will be processed from first available N-Number to last available up an order of preference.

Name and Address Information

*Name:

*Street:

*City:

*State:

*Zip:

*Country:

*Phone Number: - -

* Registrant Type

☒ Individual or Company Reservation (Fee \$20.00) ☐ Government Office No Fee

Retype the characters from the picture:

4C5Y3K

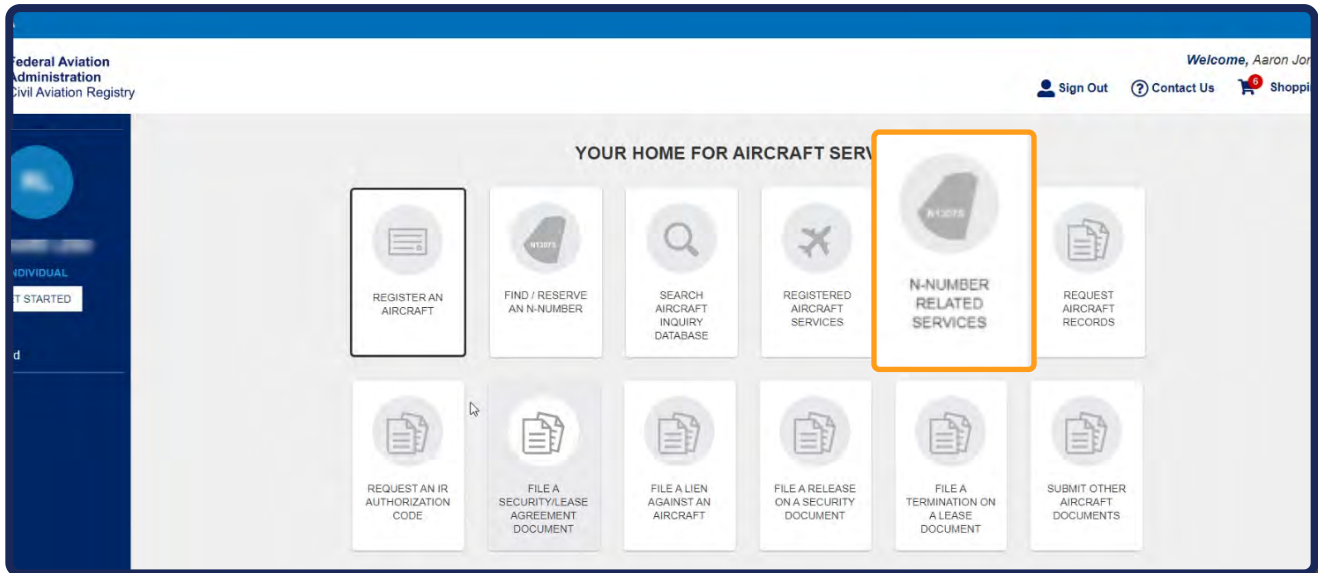


UNCONTROLLED COPY WHEN DOWNLOADED

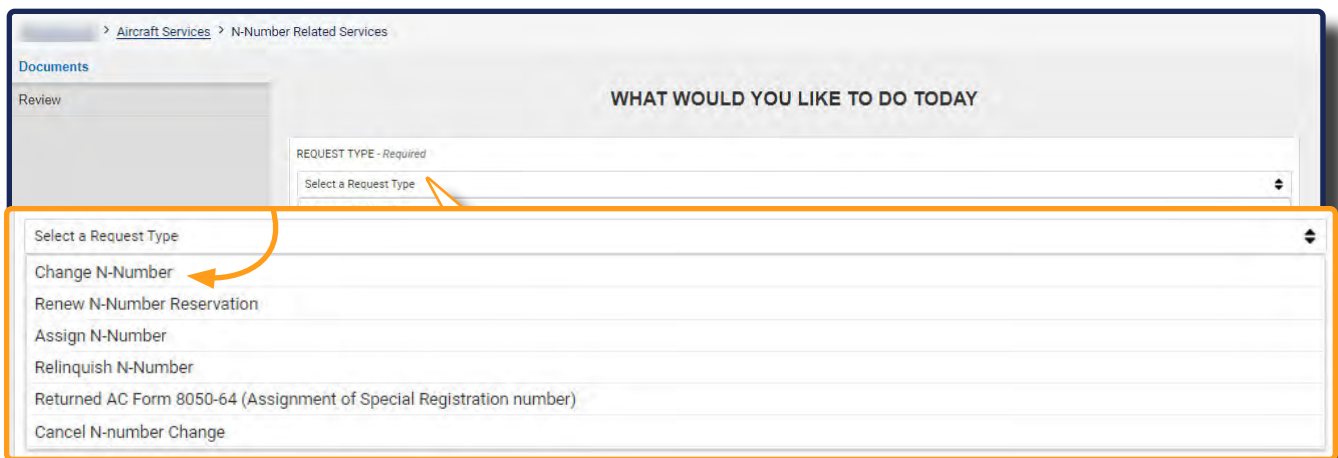
N-Number Services

N-Number Related Services is where you'll find ways to reserve, renew, or change/cancel an N-Number reservation through the FAA's Aircraft Registry.

- 1 On the **AIRCRAFT SERVICES** screen, select **N-NUMBER RELATED SERVICES**:



- 2 The **N-NUMBER RELATED SERVICES** screen appears. Select the **REQUEST TYPE** drop-down, then select a service from the menu. For this example, **Change N-Number** is selected.



UNCONTROLLED COPY WHEN DOWNLOADED

- 3 Select the **DOCUMENT TYPE** drop-down, then select a document to upload that supports your request. Fields appear to type N-Number and Serial Number of the aircraft:

The screenshot shows a web interface titled "WHAT WOULD YOU LIKE TO DO TODAY". On the left, there's a sidebar with "Documents" and "Review". The main area has a "REQUEST TYPE - Required" dropdown set to "Select a Request Type". Below this, the "DOCUMENT TYPE" dropdown is open, showing three options: "Request to Change N-Number", "Returned - REGAR-103 letter", and "Other Supporting Documents". An arrow points from the first option to the "N-NUMBER" input field, which contains "N-". Another arrow points from the "DOCUMENT TYPE" dropdown to the "SERIAL NUMBER" input field, which is empty. To the right of the input fields is a "DOCUMENT UPLOAD" section with a "+ Upload File" button and a "REMOVE" button.

- 4 To upload a request document, select the **+Upload File** button and add the document from your computer:

This screenshot shows the same interface as the previous one, but with the "DOCUMENT TYPE" dropdown set to "Request to Change N-Number". An arrow points from the "+ Upload File" button to the "DOCUMENT UPLOAD" section, which also contains a "REMOVE" button. The "N-NUMBER" field still contains "N-" and the "SERIAL NUMBER" field is empty.

NOTE

Refer to **08 Aircraft Registration Documents Table** for more information on registry documents.



UNCONTROLLED COPY WHEN DOWNLOADED

- 5 Select the **Add Another Document** button to upload additional documents. Repeat step 4 until you have uploaded all required documentation. When complete, select the **CONTINUE** button:

DOCUMENT TYPE
Request to Change N-Number

DOCUMENT UPLOAD ⓘ
+ Upload File REMOVE

N-NUMBER
N- SERIAL NUMBER

☐ THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY

+ ADD ADDITIONAL DOCUMENT

CANCEL CONTINUE

NOTE

Select the check-box to indicate your submission has been previously paid for, is a correction, or being submitted for government, if applicable. Only select the checkbox if one or more of the three conditions mentioned above are accurate. If neither are true and you select this box, it will take longer to complete the service request.

☐ THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY

- 6 The **Review** screen appears. Review the information, select the **ATTESTATION** checkbox to verify the accuracy of the information, then click the **Submit** button:

Richard Lead > Aircraft Services > N-Number Related Services

Documents
Review

ALMOST DONE. LET'S MAKE SURE WE HAVE EVERYTHING!
TAKE A MINUTE TO REVIEW YOUR SUBMISSION.

REQUEST TYPE
Change N-Number

DOCUMENT TYPE
Request to Change N-Number

DOCUMENT
ChangeN_Number.pdf

THIS SUBMISSION HAS PREVIOUSLY BEEN PAID FOR, IS A CORRECTION SUBMISSION OR BEING SUBMITTED FOR A GOVERNMENT ENTITY?
No

N-NUMBER
N123B

SERIAL NUMBER
12365489

ATTESTATION

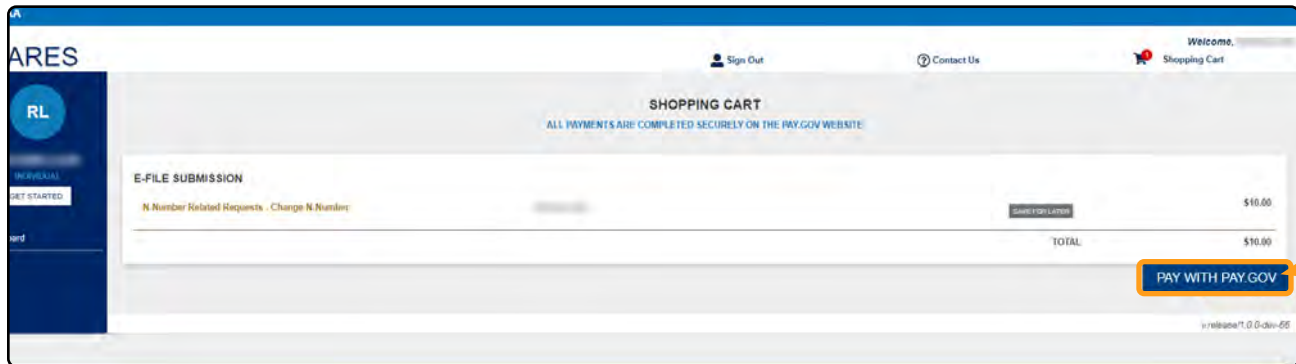
☐ I DO HEREBY ATTEST THAT THE DOCUMENT(S) ATTACHED HEREBY IS/ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I UNDERSTAND THAT ANY FALSIFICATION, OMISSION, OR CONCEALMENT OF MATERIAL FACT MAY SUBJECT ME TO ADMINISTRATIVE, CIVIL, OR CRIMINAL LIABILITY

SUBMIT



UNCONTROLLED COPY WHEN DOWNLOADED

- 7 If a payment is required, you will be redirected to your CARES Shopping Cart. Locate the transaction, then select the **PAY WITH PAY.GOV** button:



- 8 The Pay.gov interface appears. Follow the steps to enter your payment information, then select the **Continue** button:

A screenshot of the Pay.gov interface for FAA Change N-Number. The interface is split into two panels. The left panel shows the 'Payment Information' section with a payment amount of \$5.00. It lists four payment methods: Bank account (ACH), Amazon account, PayPal account, and Debit or credit card (selected). There are 'Continue' and 'Cancel' buttons. The right panel shows the 'FAA CHANGE N-NUMBER' title and a list of payment details: Agency Tracking ID (J08pnuJJD), Payment Amount (\$5.00), Payment Method (Plastic Card), Cardholder Name (James Kirk), Card Type (MASTERCARD), Card Number (*****6444), Cardholder Billing Address (123 Main Street), Billing Address 2, City (Titusville), Country (United States), State/Province (FL), ZIP/Postal Code (32780), and a checkbox for authorization. An orange arrow points to the 'Continue' button at the bottom of the right panel.

UNCONTROLLED COPY WHEN DOWNLOADED

9 On your CARES dashboard, **Change N-Number** displays under the heading of **Pending Agency Review**:

The screenshot shows the Federal Aviation Administration Civil Aviation Registry dashboard. The 'PENDING AGENCY REVIEW' section is highlighted with an orange border. It contains a table with the following data:

DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Registered Aircraft Services - Renew Aircraft Registration - N1234/985214	Sep 6, 2022	May 31, 2023	Pending
N-Number Related Requests - Change N-Number - N1238/12365489	Sep 16, 2022	Jun 10, 2023	Pending

Tool Tip

Select the information icon to view the definitions of items in the **PENDING AGENCY REVIEW** section (Pending, Under Review, Estimated Review Date).

The image shows a detailed view of the 'PENDING AGENCY REVIEW' section. A tooltip is displayed for the 'ESTIMATED REVIEW DATE' column, explaining its meaning. The table data is as follows:

DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Registered Aircraft Services - Renew Aircraft Registration - N1234/985214	Sep 6, 2022	May 31, 2023	Pending
Submit Other Aircraft Documents - Other Supporting Documents - N1234B/123456789	Sep 8, 2022	Jun 2, 2023	Pending
File a Security/Lease Agreement Document - Security Agreement - N123FG/54789632	Sep 14, 2022	Jun 8, 2023	Pending

STATUSES

Pending - Your application or documents have been submitted to the Agency and is awaiting assignment to a team member in order to start your review process.

Under Review - Your application or documents have been assigned to an Agency team member and are in review.

ESTIMATED REVIEW DATE

Estimated Review Date is the estimated date that your application or document will be worked on by an Examiner.



UNCONTROLLED COPY WHEN DOWNLOADED

08

Register Single Aircraft - Light Sport



UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

Sign In

You must have a CARES Individual account to proceed with the steps in this guide. *For help creating a CARES Individual account, refer to the [Sign Up for CARES Account User Guide](#)*

To Sign In, navigate to the CARES home page at CARES.FAA.GOV

- a** Sign in with your Registered Public User Account
- b** When the Terms of Service appear, select the **I AGREE** button:

The screenshot shows the CARES website interface. At the top, the FAA logo and the text 'Civil Aviation Registry Electronic Services (CARES)' are visible. A 'Sign In / Register' button is highlighted with an orange box and labeled 'a'. Below this, a large banner reads 'YOU CAN HAVE THE FAA REGISTRY AT YOUR FINGERTIPS'. To the right, a section titled 'HOW CAN WE HELP YOU TODAY?' lists 'AIRCRAFT SERVICES' and 'AIRMEN SERVICES' with links to 'REGISTER, UPDATE OR MANAGE' records. A 'Terms of Service' pop-up window is overlaid on the bottom half of the page. It contains text about U.S. Government-authorized use and a list of terms. An orange arrow labeled 'b' points to the 'I AGREE' button at the bottom of the pop-up.

TERMS OF SERVICE

You are accessing a U.S. Government-authorized information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, (4) all devices and storage media attached to this network or to a computer on this network, and (5) all cloud services and hosting environments supporting this information system. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By logging in and using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, communication between the user and this information system, data transiting to/from the system, or data stored on this system is subject to monitoring, interception, and search.

☒ I AGREE ☐ I DISAGREE



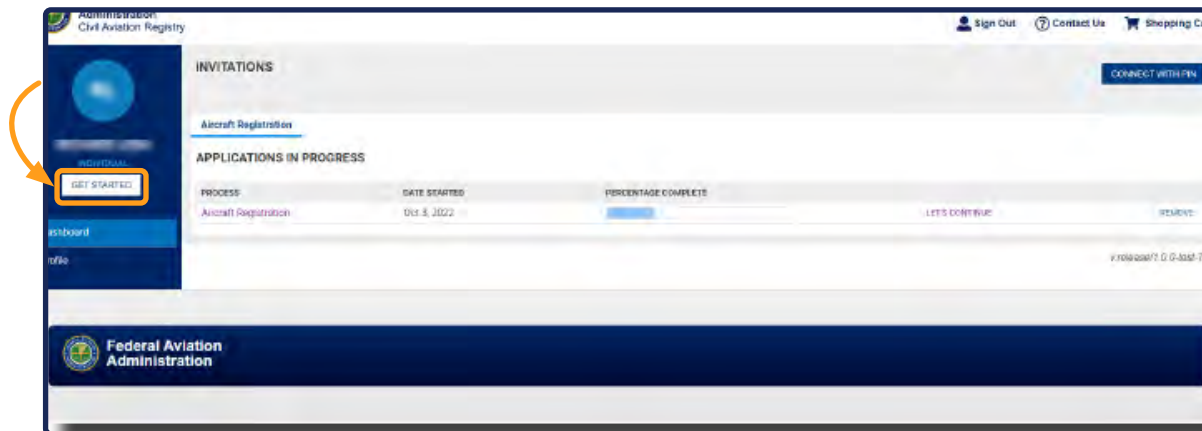
UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

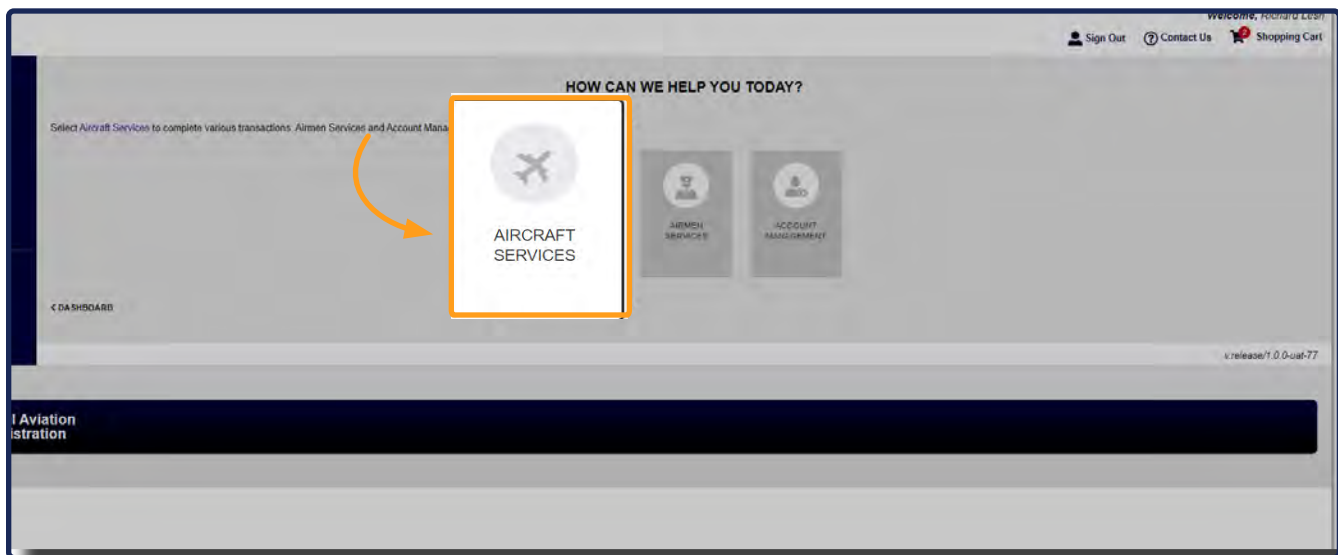
NOTE

The first time you sign in to CARES, you will have no activity and you will be taken to the Get Started screen.

- 1 On your User Dashboard, select the **GET STARTED** button:



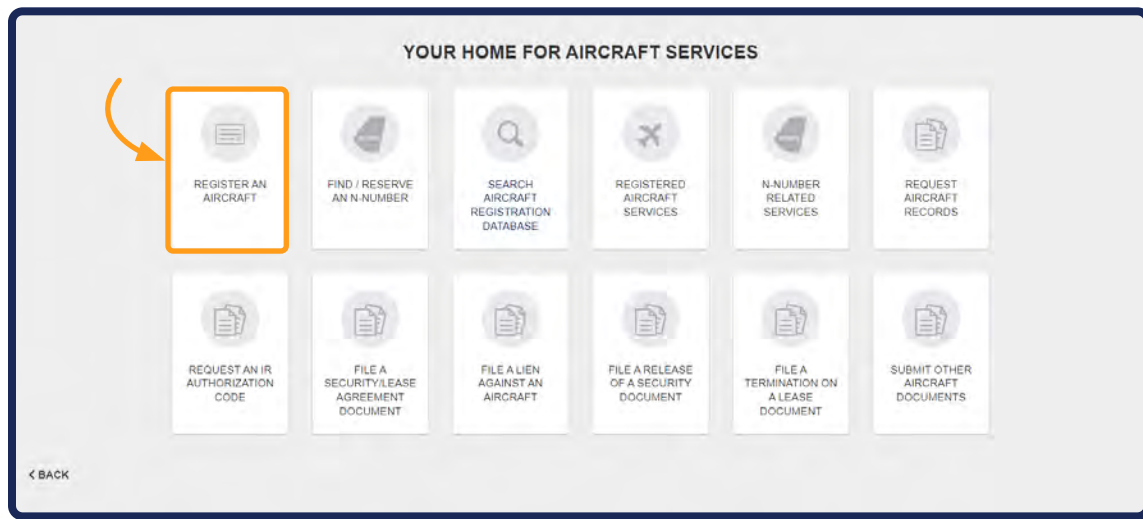
- 2 The Get Started screen appears. Select the **AIRCRAFT SERVICES** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

- 3** The Aircraft Services screen appears, displaying all available services. Select the **REGISTER AN AIRCRAFT** button:



- 4** The **Applicant Information** screen appears. The **APPLICANT FOR REGISTRATION** drop-down menu displays your name as **Individual**. Next, select the **CONTINUE** button:

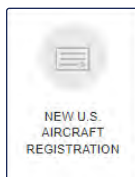
The screenshot shows the "Applicant Information" screen. The "APPLICANT FOR REGISTRATION - Required" drop-down menu is highlighted with an orange box and shows "Individual" selected. Below this, the "APPLICANT DETAILS" section shows "THERESA THURAU - INDIVIDUAL" with mailing and physical addresses, email, and phone. A "CONTINUE >" button is highlighted with an orange arrow at the bottom right. The left sidebar includes "Dashboard" and "Profile" links. The top right shows "Welcome, [Name]" and links for "Sign Out", "Contact Us", and "Shopping Cart".



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

The **AIRCRAFT INFORMATION** screen appears. The two aircraft status options offered are as follows:



New U.S. Aircraft Registration – Choose this option if the aircraft was never registered before in the U.S. If you select this option, you will be prompted to enter aircraft information, such as import status, aircraft type, and specific aircraft information, such as manufacturer, engines, serial numbers, etc. These steps are documented below.

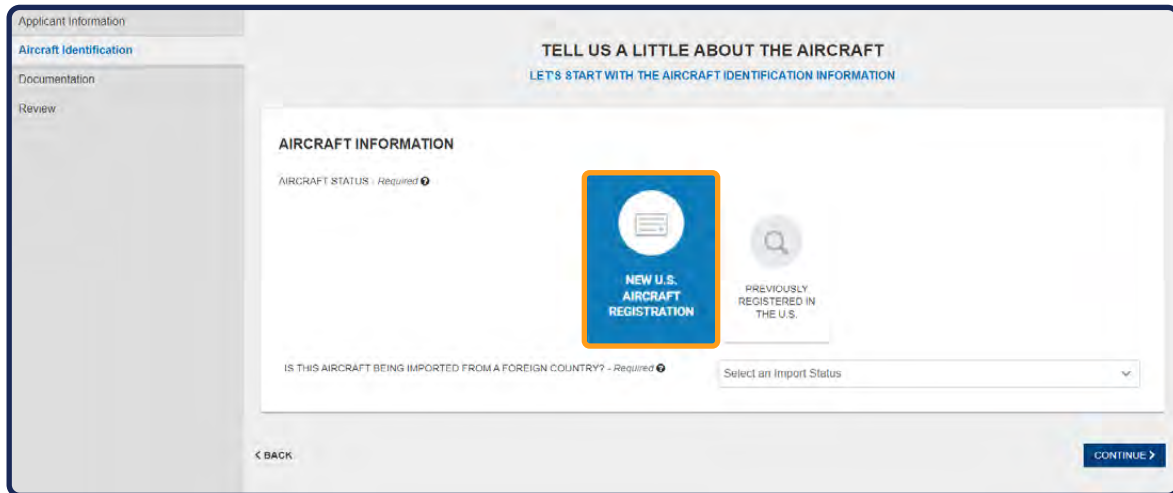


Previously Registered in the U.S. – Choose this option if this is an aircraft that has been previously registered in the U.S. Once you enter the N-Number of the aircraft, CARES provides the information from the previous registration. These steps are documented in the [Previously Registered in the U.S.](#) section.

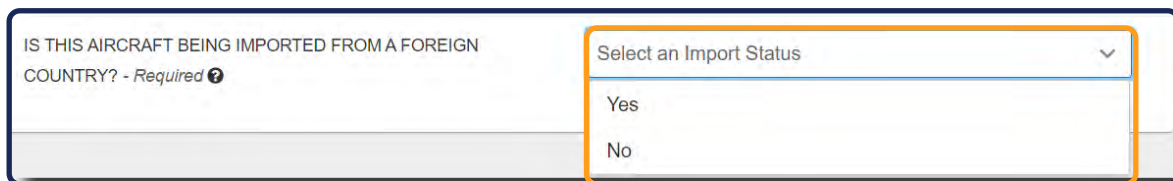
 The screenshot shows a web application interface. On the left is a vertical sidebar with four menu items: "Applicant Information", "Aircraft Identification" (highlighted in blue), "Documentation", and "Review". The main content area has a header "TELL US A LITTLE ABOUT THE AIRCRAFT" with a sub-header "LET'S START WITH THE AIRCRAFT IDENTIFICATION INFORMATION". Below this is a section titled "AIRCRAFT INFORMATION". Underneath, it says "AIRCRAFT STATUS - Required" with a question mark icon. There are two large buttons: a blue one labeled "NEW U.S. AIRCRAFT REGISTRATION" and a light blue one labeled "PREVIOUSLY REGISTERED IN THE U.S.". Below these buttons is a question "IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required" with a question mark icon, followed by a dropdown menu labeled "Select an Import Status". At the bottom left is a "< BACK" button, and at the bottom right is a "CONTINUE >" button.


New U.S. Aircraft Registration

5 The **Aircraft Identification** screen appears. Select **NEW U.S. AIRCRAFT REGISTRATION**:

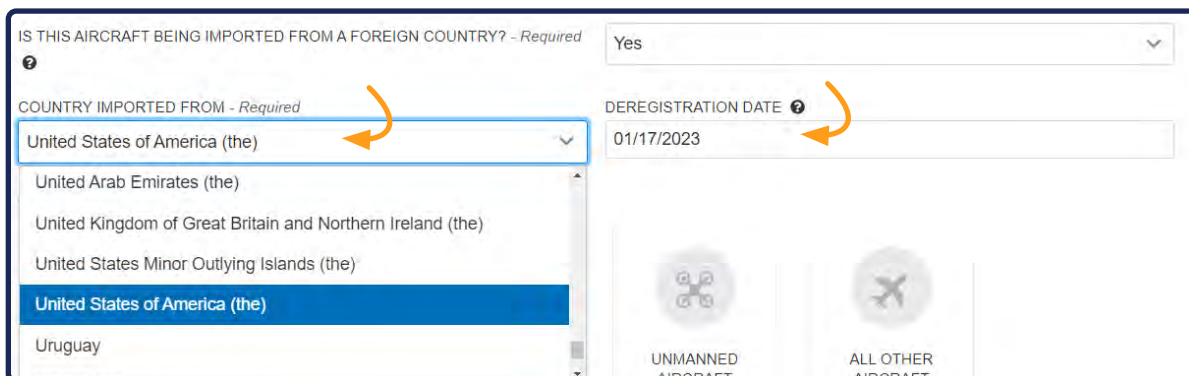


6 The **Select an Import Status** drop-down menu appears. Select **Yes** or **No**:



NOTE

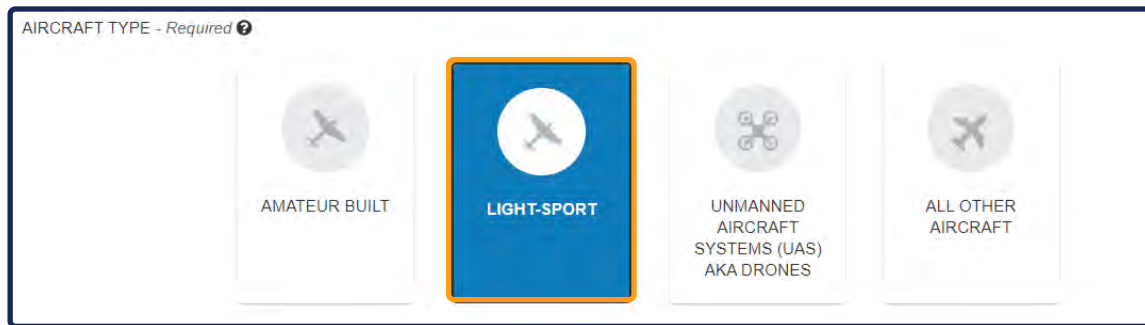
If you select Yes for Import Status, a drop down menu appears with choices for **COUNTRY IMPORTED FROM**. Select the country from the menu, then type a **DEREGISTRATION DATE**, if applicable:



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

7 The **AIRCRAFT TYPE** options appear. Select **LIGHT-SPORT**:



AIRCRAFT TYPE - Required ?

AMATEUR BUILT

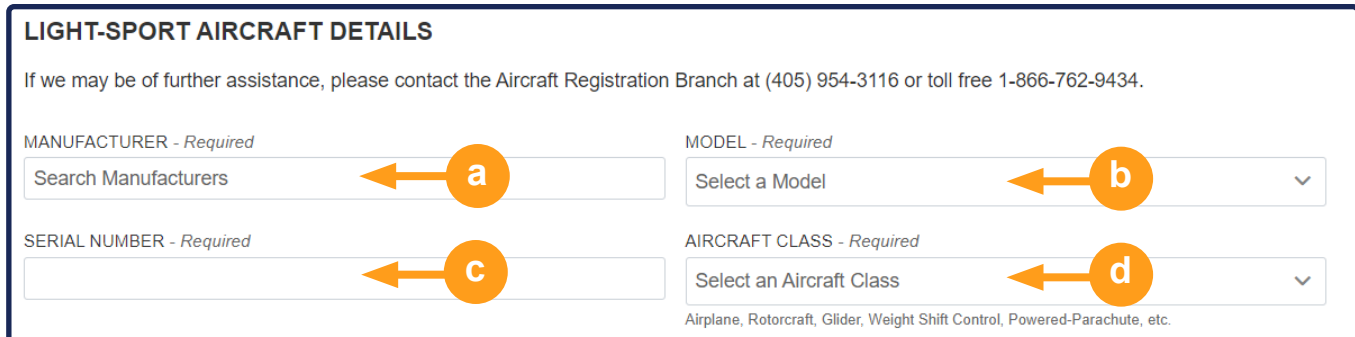
LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

8 In the **LIGHT-SPORT AIRCRAFT DETAILS** section, enter the following information:

- a** In the **MANUFACTURER** field, type the aircraft manufacturer to search. Select the correct manufacturer from the search results
- b** Select the **MODEL** from the drop-down menu
- c** Type the aircraft serial number into the **SERIAL NUMBER** field
- d** Select the **AIRCRAFT CLASS** from the drop-down menu:



LIGHT-SPORT AIRCRAFT DETAILS

If we may be of further assistance, please contact the Aircraft Registration Branch at (405) 954-3116 or toll free 1-866-762-9434.

MANUFACTURER - Required

Search Manufacturers ← **a**

MODEL - Required

Select a Model ← **b**

SERIAL NUMBER - Required

← **c**

AIRCRAFT CLASS - Required

Select an Aircraft Class ← **d**

Airplane, Rotorcraft, Glider, Weight Shift Control, Powered-Parachute, etc.



UNCONTROLLED COPY WHEN DOWNLOADED


Register Single Aircraft - Light-Sport

9 Under **ENGINE INFORMATION**, enter the following information:

- a** Select the **TYPE OF ENGINE INSTALLED** drop-down menu, then select the type of engine in your aircraft
- b** Select the **ENGINE MANUFACTURER** from the drop-down menu
- c** Select the **ENGINE MODEL** from the drop-down menu
- d** Type the aircraft **ENGINE SERIAL NUMBER** in the text box provided:


ENGINE INFORMATION

TYPE OF ENGINE INSTALLED - *Required*


Select an Engine Type 

Reciprocating, Turbo-Prop, 2 or 4 Cycle, Electric, etc.


ENGINE MANUFACTURER

Select an Engine Manufacturer 

ENGINE MODEL

Select an Engine Model 

ENGINE SERIAL NUMBER




10 Under **AIRCRAFT BUILD INFORMATION**, enter the following information and then select a **DECLARATION** and enter the **DEALER CERTIFICATE NUMBER** in the textbox that appears:


- a** Choose if the aircraft was **BUILT FOR LAND OR SEA OPERATIONS**
- b** Enter the **NUMBER OF SEATS** (1 or 2)
- c** Select one (1) of the **DECLARATIONS**
- d** Enter the **DEALER CERTIFICATE NUMBER**

AIRCRAFT BUILD INFORMATION


BUILT FOR LAND OR SEA OPERATION - *Required*

Select Build Operation 

NUMBER OF SEATS - *Required*




DECLARATIONS - *Required*



☐ I CERTIFY THAT THE AIRCRAFT DESCRIBED ABOVE IS A NEWLY MANUFACTURED AIRCRAFT; THAT IT WILL MEET ALL APPLICABLE CONSENSUS STANDARDS UNDER 14 CFR 21.190; AND THE AIRCRAFT IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY.

☐ I CERTIFY THAT THE AIRCRAFT DESCRIBED ABOVE IS A NEWLY MANUFACTURED UNASSEMBLED AIRCRAFT THAT MEETS ALL APPLICABLE CONSENSUS STANDARDS UNDER 14 CFR 21.191(I)(2); AND THE AIRCRAFT IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY.

DEALER CERTIFICATE NUMBER





UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

11 Under **MANUFACTURER INFORMATION**, enter the following information:

- a** Type the title of the signer into the TITLE OF SIGNER textbox
- b** Type the manufacturer phone number in the PHONE field (use the required for mat (+1 555 555 5555)):

MANUFACTURER INFORMATION	
TITLE OF SIGNER	PHONE - <i>Required</i>
<input type="text"/>	<input type="text"/>
	Format: +1 555 555 5555

12 Under **MANUFACTURER ADDRESS**, type the manufacturer's address:

MANUFACTURER ADDRESS		
COUNTRY - <i>Required</i>		
<input type="text" value="United States of America (the)"/>		
ADDRESS LINE 1 - <i>Required</i>		
<input type="text"/>		
Street Address, Rural Route		
ADDRESS LINE 2		
<input type="text"/>		
Apartment, suite, unit, building, floor, etc.		
CITY - <i>Required</i>	STATE - <i>Required</i>	ZIP / POSTAL CODE - <i>Required</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>
	Two-Character State Code	
COUNTY		
<input type="text"/>		



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

Select an N-Number

- 1 Select an option for your N-Number. A description of each option appears when selected:

- a If you have received confirmation from the FAA that you have a reserved N-Number, select the **USE ONE OF MY RESERVED N-NUMBERS** button and type the number in the **RESERVED N-NUMBER** field that appears:

The screenshot shows the 'N-NUMBER OPTIONS - Required' section. Three buttons are visible: 'USE ONE OF MY RESERVED N-NUMBERS' (highlighted with an orange circle 'a'), 'SEARCH FOR AN AVAILABLE N-NUMBER', and 'ASSIGN THE NEXT AVAILABLE N-NUMBER'. Below the buttons is a text input field labeled 'RESERVED N-NUMBER - Required' with a placeholder 'N-'. An orange arrow points from the selected button to this field. To the right, a text box titled 'DO YOU HAVE A RESERVED N-NUMBER?' contains the following text: 'A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.'

- b If you do not have an N-Number, but would like to request a specific one, select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

The screenshot shows the 'N-NUMBER OPTIONS - Required' section. Three buttons are visible: 'USE ONE OF MY RESERVED N-NUMBERS', 'SEARCH FOR AN AVAILABLE N-NUMBER' (highlighted with an orange circle 'b'), and 'ASSIGN THE NEXT AVAILABLE N-NUMBER'. To the right, a text box titled 'DON'T HAVE AN N-NUMBER RESERVED YET?' contains the following text: 'N-Numbers are provided on a first-come, first-served basis. You may request a reservation for an N-Number by visiting the [FAA Reservation](#) site. A request for reservation does not guarantee an N-Number is available to reserve until the request is reviewed and approved by an FAA Registry Examiner. Once approved, you will receive a written reservation confirmation notice. At that time the N-number may be assigned to an aircraft.'



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

- C If you do not have an N-Number, but would like to request the next available one, select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button. The FAA Registry will assign you the next available N-Number:

N-NUMBER OPTIONS - *Required*

C

USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

- 2 When complete, select the **CONTINUE** button:

come, first-served basis. By choosing this option, you will be assigned the next available N-
em.

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

Documents

1 On the **Documentation** screen, upload the required documents based on the aircraft information you provided:

- a** Select the **DOCUMENT TYPE** drop-down menu, then select the corresponding document type
- b** Select the **+Upload File** button, then select the document from your computer:

Aircraft Services > Aircraft Registration

on
on

GREAT! NOW WE JUST NEED SOME PAPERWORK.
BASED ON THE INFORMATION YOU HAVE PROVIDED WE WILL NEED....

DOCUMENTS

Please ensure all submitted documents have the complete aircraft description (ie. N-Number, Serial Number, Manufacturer and Model) when applicable and all pages of each document are in a single file.

Any electronically filed documents that require a signature must contain an acceptable digital signature.

Documents signed in ink must be submitted by U.S. Post Office or commercial delivery services to the Aircraft Registration Branch.

REQUIRED DOCUMENTATION

- AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership
- Confirmation of Deregistration/Non-Registered

DOCUMENT TYPE

AC Form 8050-4 - Certificate of Repossession of Encumbered Aircraft
AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft
AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership
Affidavit - Continuous Ownership
Affidavit - Describing inability to obtain a recordable ownership document
Affidavit - Heir-at-Law

DOCUMENT UPLOAD

+ Upload File REMOVE

ADDITIONAL DOCUMENT

CONTINUE >

- c** Depending on the document you've selected to upload, you might be asked to provide Date of Sale, Amount of Sale or Seller information as Evidence of Ownership.
- d** Select the **+ADD ADDITIONAL DOCUMENTS** button to add more documents, or select the **CONTINUE** button to continue:

• Confirmation of Deregistration/Non-Registered

DOCUMENT TYPE

AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership

DOCUMENT UPLOAD

AC Form 8050-88A.png REMOVE

EVIDENCE OF OWNERSHIP

Please provide documentation that details the Transfer of Ownership for this aircraft.

DATE OF SALE

mm/dd/yyyy

AMOUNT OF SALE

SELLERS

Please add the sellers provided on this Evidence of Ownership Document.

+ ADD SELLER

+ ADD ADDITIONAL DOCUMENT

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

Review & Sign

- 1 Once you have provided aircraft information and required documents, The **Review** screen appears. Review the information you've provided. Should you need to make changes or updates, select the **BACK** button on the bottom of the screen:

APPLICANT INFORMATION - INDIVIDUAL

INDIVIDUAL NAME
[REDACTED]

CONTACT INFORMATION

EMAIL ADDRESS
[REDACTED]@leidos.com

PHONE
+1 516 555 4567

MAILING ADDRESS
123 S Main St
Los Angeles, CA 90012-3701

PHYSICAL ADDRESS
123 S Main St
Los Angeles, CA 90012-3701

trick, scheme, or device any material fact(s), statement(s), representation(s) or omissions) may be fined to \$500,000 or imprisoned for not more than five years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact; or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306), and the registration of the subject aircraft may be delayed, denied and/or revoked.

[< BACK](#)

[SIGN >](#)



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

- 2 On the Review screen, **CERTIFICATIONS** must be selected. Follow the on-screen instructions to select your citizenship status, then select the **SIGN** button:

CERTIFICATIONS

I / We certify that the above aircraft is owned by the undersigned applicant who is: (Must Check A, B, C or D)

A. ☒ A CITIZEN OF THE UNITED STATES AS DEFINED BY 49 USC 40102(A)(15)
B. ☐ A RESIDENT ALIEN WITH ALIEN REGISTRATION (FORM 1-551) NO.
C. ☐ A NON-CITIZEN CORPORATION AND SAID AIRCRAFT IS BASED AND PRIMARILY USED IN THE UNITED STATES.
D. ☐ A CORPORATION USING A VOTING TRUST TO QUALIFY.

If box C or D above is checked, I, the below signed, certify that I am authorized, by the applicant shown above, to sign corporate documents and to seek aircraft registration on behalf of the entity and that I will provide the same authorization if requested;

I/We certify that the aircraft is not registered under the laws of any foreign country; and

I/We certify that legal evidence of ownership is attached or has been filed with the Federal Aviation Administration.

ANY AND ALL SIGNATORIES OF THIS APPLICATION MUST READ THE FOLLOWING AND UNDERSTAND THAT, BY APPLYING A SIGNATURE TO THIS DOCUMENT, THEY ARE SUBJECT TO THE REFERENCED STATUTES AND ASSOCIATED PENALTIES.

I/we hereby certify that the information provided in, and in any attachments to, this application for aircraft registration is true, accurate and correct to the best of my/our knowledge and belief. I/we understand that the FAA administrator will rely on the information I/we provide in determining my/our qualification for aircraft registration. I/we understand that whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device any material fact(s), statement(s), representation(s) or entry(ies) may be fined up to \$500,000 or imprisoned for not more than five (5) years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact; or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306), and the registration of the subject aircraft may be delayed, denied and/or revoked.

SIGN >



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

3 You will be redirected to DocuSign to provide an electronic signature. Select the **I agree to use electronic records and signature** check-box, then select the **Continue** button:

Please Review & Act on These Documents

FAA Civil Aviation Registry
FAA

Please read the Electronic Record and Signature Disclosure. I agree to use electronic records and signature.

CONTINUE OTHER ACTIONS +

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (5 U.S.C. 552a) requires that government agencies be notified of this and fairly inform about the collection, processing, distribution, retention, use, dissemination, and disposal of information. Information is collected, processed, distributed, retained, used, disseminated, and disposed of in accordance with the requirements of the Privacy Act of 1974 (5 U.S.C. 552a) and the Federal Privacy Act of 1974 (5 U.S.C. 552a) and the Federal Privacy Act of 1974 (5 U.S.C. 552a).

4 To digitally sign the document:

- Select the **START** button
- Select the **Sign** button to place your digital signature
- Select the **FINISH** button to complete signing:

Use Review the document below.

a **START**

b **Sign**

c **FINISH** OTHER ACTIONS +

AC Form 8050-1

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (5 U.S.C. 552a) requires that government agencies be notified of this and fairly inform about the collection, processing, distribution, retention, use, dissemination, and disposal of information. Information is collected, processed, distributed, retained, used, disseminated, and disposed of in accordance with the requirements of the Privacy Act of 1974 (5 U.S.C. 552a) and the Federal Privacy Act of 1974 (5 U.S.C. 552a) and the Federal Privacy Act of 1974 (5 U.S.C. 552a).

NOTICE: Except when the most recent registration of the subject aircraft is expired or cancelled, 14 CFR 47.31(c) provides for an airworthy U.S. aircraft to be operated for up to 90 days within the United States when a copy of the signed aircraft registration application is carried in the aircraft while awaiting issuance and receipt of the new registration certificate.

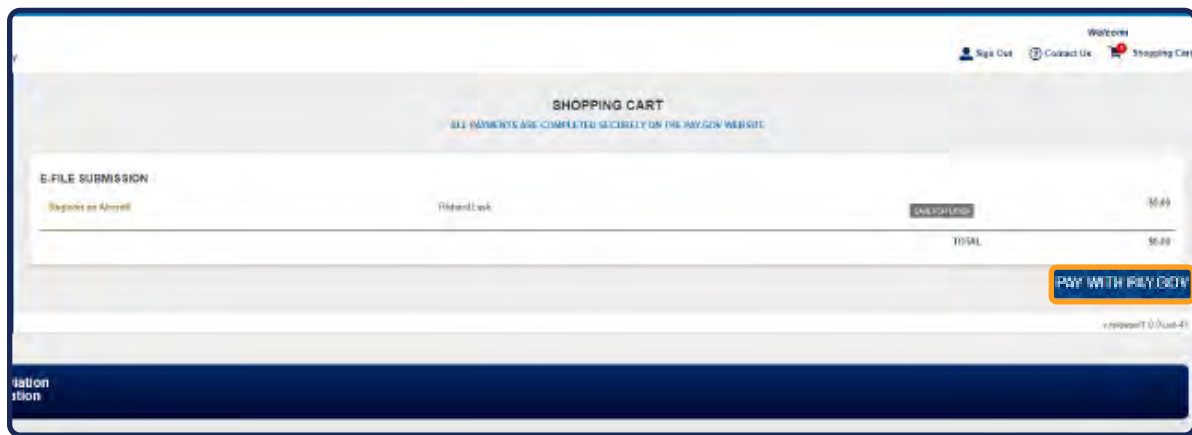


UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

PAY.GOV

- 1 You will be directed to your shopping cart in CARES. Select the **PAY WITH PAY.GOV** button:



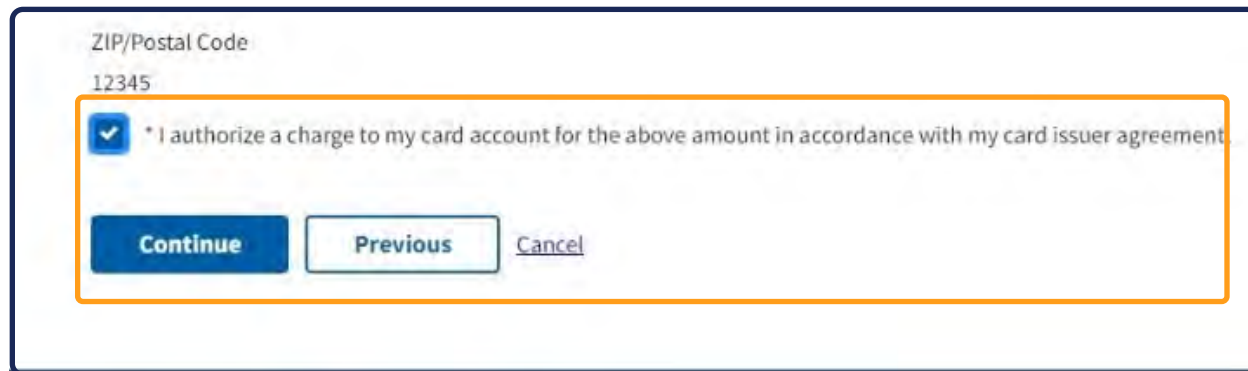
- 2 You will be re-directed to PAY.GOV. Select a payment method, then select the **Continue** button:

A screenshot of the FAA Aircraft Registration payment page. The page has a dark blue header with a '< Cancel' button. The title 'FAA Aircraft Registration' is prominently displayed. Below the title is the FAA logo. The section 'Payment Information' shows 'Payment Amount: \$20,000'. Under the heading 'I want to pay with my', there are four radio button options: 'Bank account (ACH)', 'Amazon account', 'PayPal account', and 'Debit or credit card'. At the bottom, there are two buttons: a blue 'Continue' button and a purple 'Cancel' button. An orange arrow points to the 'Continue' button.

UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

- 4 Enter, review, and authorize your payment information, then select the **Continue** button:

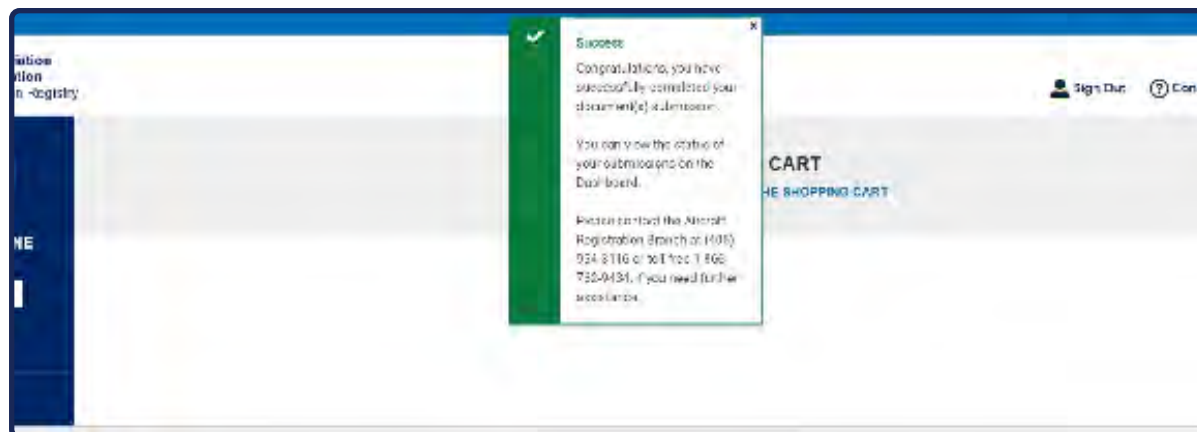


ZIP/Postal Code
12345

☒ * I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

Continue Previous [Cancel](#)

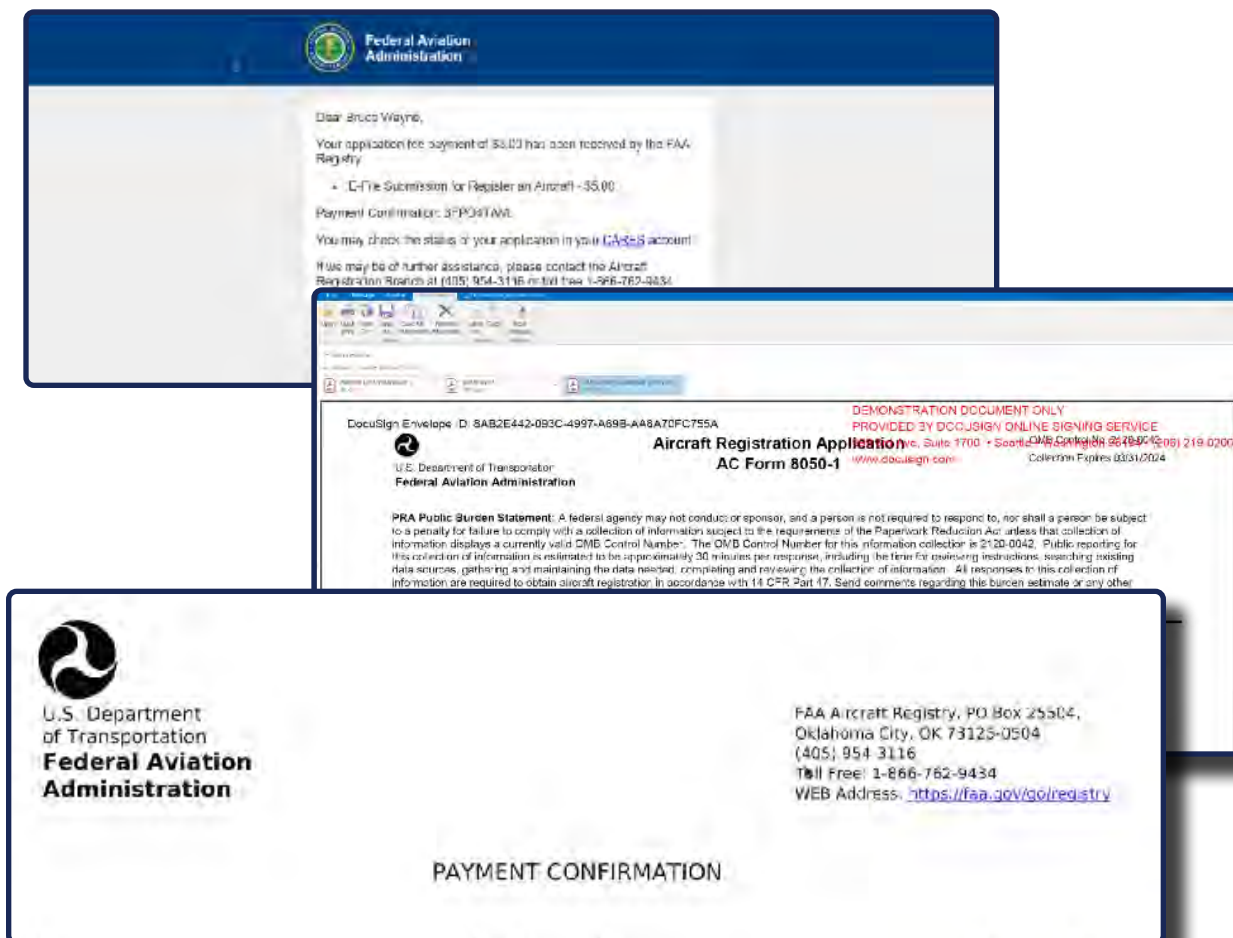
- 5 When your payment has been approved, you will return to CARES, and a success message will appear:



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

6 You will receive an email stating that payment has been submitted with a confirmation number, a payment receipt, and a copy of the signed FAA Aircraft Registration:



UNCONTROLLED COPY WHEN DOWNLOADED

Register Single Aircraft - Light-Sport

<Back to Contents

09

Register Single Aircraft - Amateur Built



UNCONTROLLED COPY WHEN DOWNLOADED

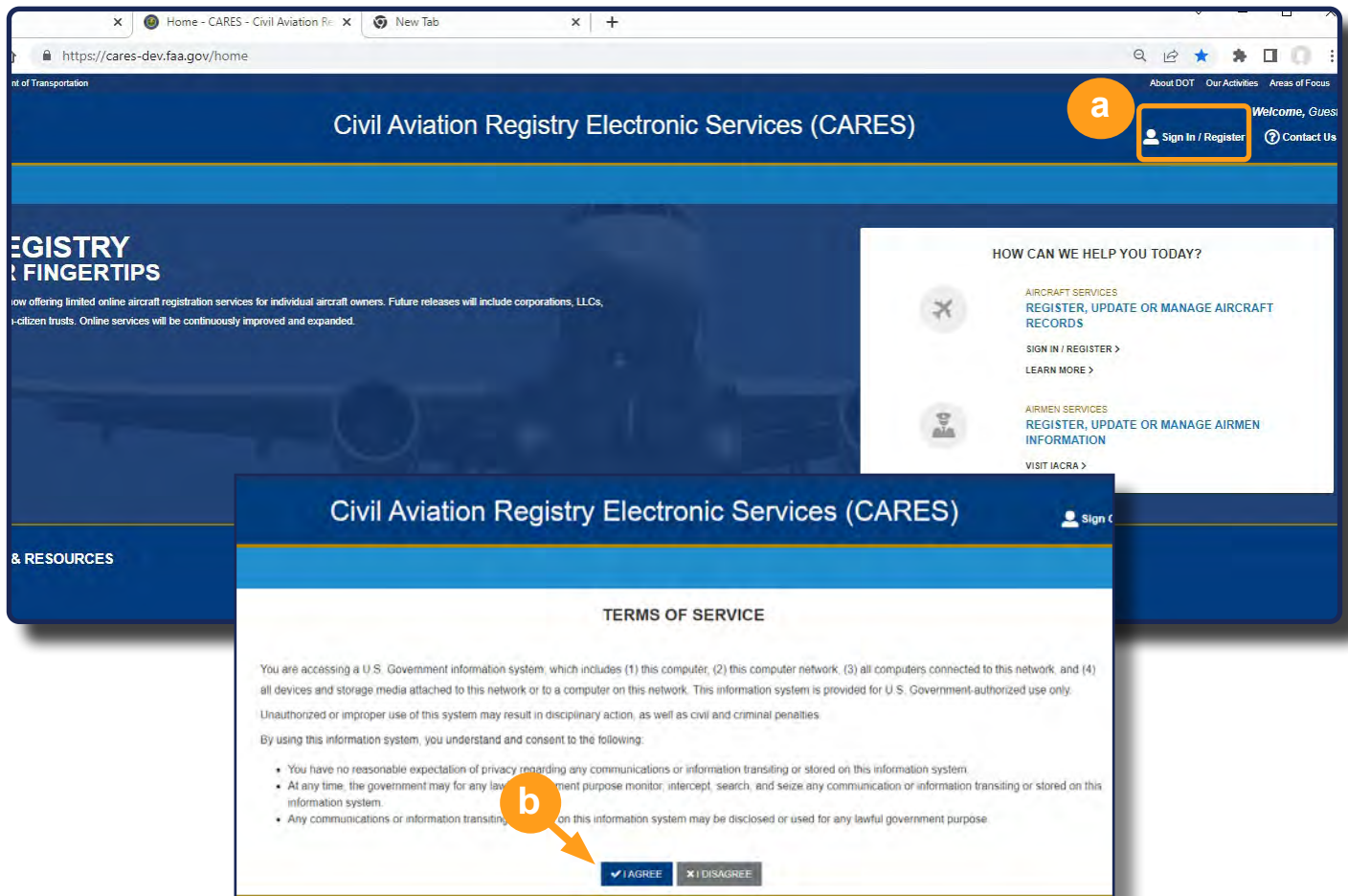
[<Back to Contents](#)

Sign In

You must have a CARES Individual account to proceed with the steps in this guide. For help creating a CARES Individual account, refer to the [Sign Up for CARES Account User Guide](#)

To Sign In, navigate to the CARES home page at CARES.FAA.GOV

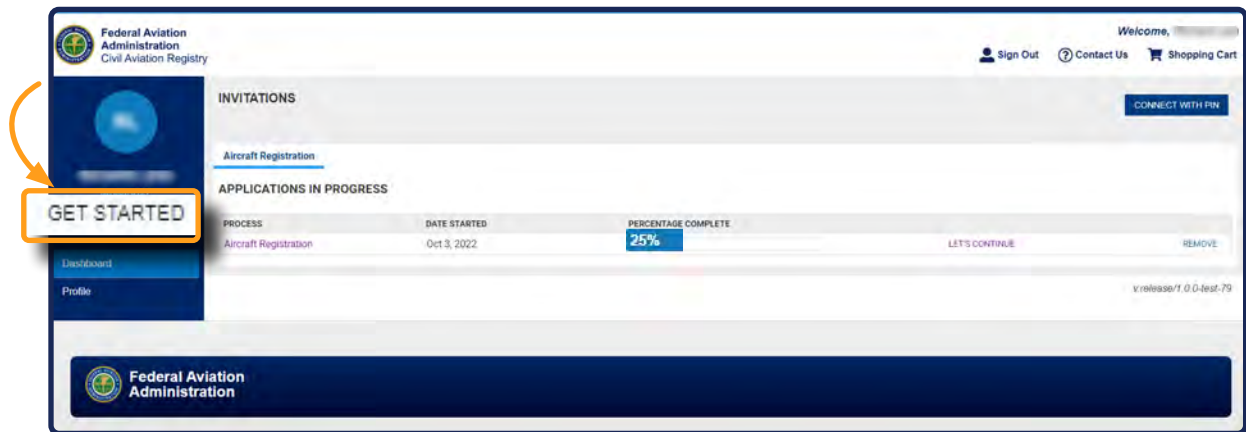
- a** Sign in with your Registered Public User Account
- b** When the Terms of Service appear, select the **I AGREE** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

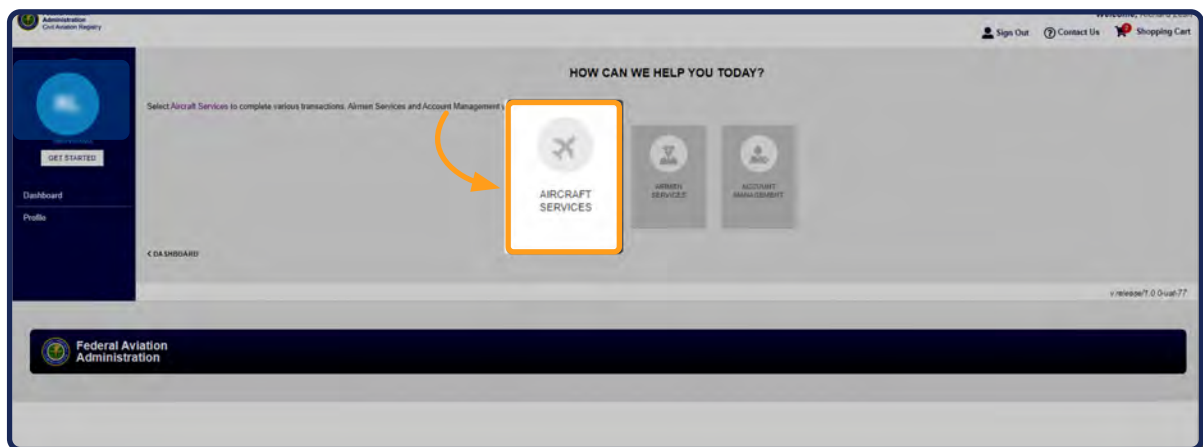
1 On your User Dashboard, select the **GET STARTED** button:



NOTE

Your User Dashboard only appears if you have pending actions in CARES. If you have not started an application, or have no activity yet, you will land on the Get Started screen, as seen in step 2.

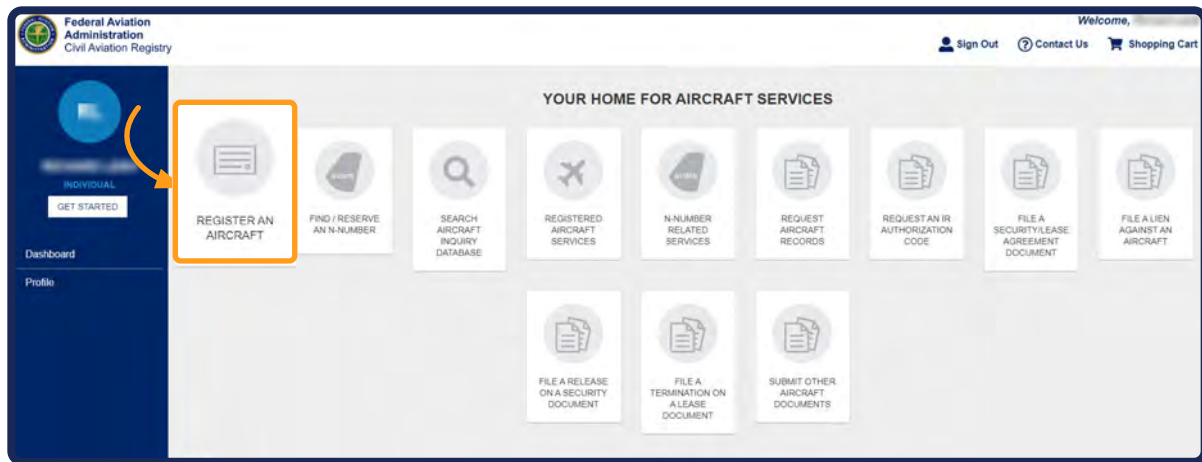
2 The registry option buttons appear. Select the **AIRCRAFT SERVICES** button:



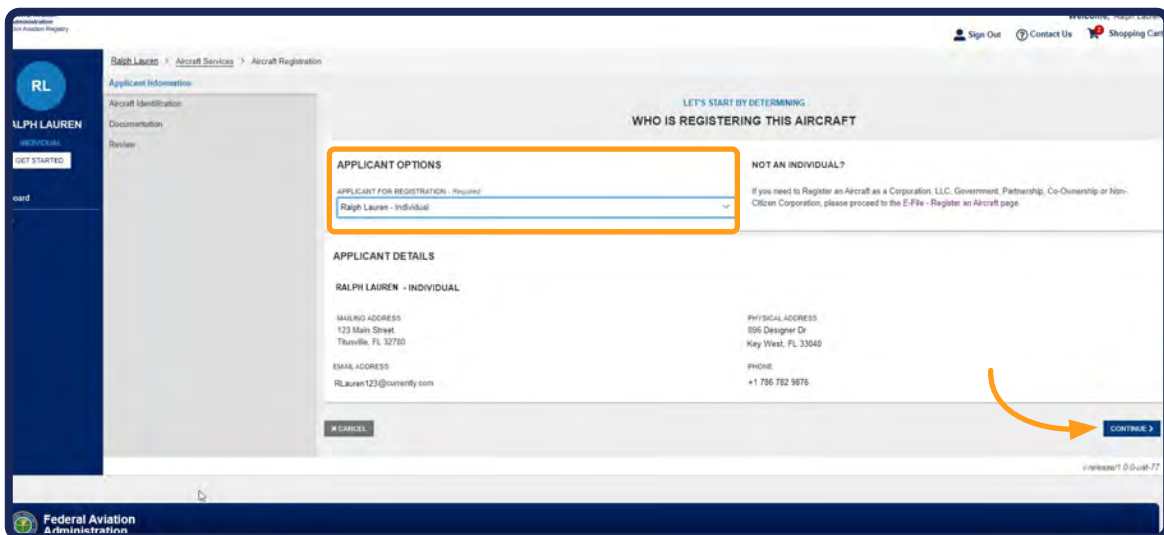
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 3 The Aircraft Services screen appears, displaying all available services. Select the **REGISTER AN AIRCRAFT** button:



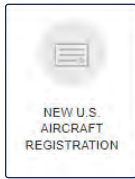
- 4 The **Applicant Information** screen appears. Select the **APPLICANT FOR REGISTRATION** drop-down menu, then select yourself as **Individual**. Next, select the **CONTINUE** button:



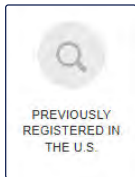
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

The **AIRCRAFT INFORMATION** screen appears. The two aircraft status options offered are as follows:



New U.S. Aircraft Registration – Choose this option if the aircraft was never registered before in the U.S. If you select this option, you will be prompted to enter aircraft information, such as import status, aircraft type, and specific aircraft information, such as manufacturer, engines, serial numbers, etc. These steps are documented below.



Previously Registered in the U.S. – Choose this option if this is an aircraft that has been previously registered in the U.S. Once you enter the N-Number of the aircraft, CARES provides the information from the previous registration. These steps are documented in the [Previously Registered in the U.S.](#) section.

New U.S. Aircraft Registration

- 1 In the AIRCRAFT STATUS section, select the **NEW U.S. AIRCRAFT REGISTRATION** button:

A screenshot of a web application interface. On the left is a vertical sidebar with four menu items: "Applicant Information", "Aircraft Identification" (highlighted in blue), "Documentation", and "Review". The main content area has a header "TELL US A LITTLE ABOUT THE AIRCRAFT" with a sub-header "LET'S START WITH THE AIRCRAFT IDENTIFICATION INFORMATION". Below this is a section titled "AIRCRAFT INFORMATION" with a sub-label "AIRCRAFT STATUS - Required". Two large buttons are presented: a blue button with a document icon labeled "NEW U.S. AIRCRAFT REGISTRATION" (highlighted with an orange border) and a gray button with a magnifying glass icon labeled "PREVIOUSLY REGISTERED IN THE U.S.". Below the buttons is a question "IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required" followed by a dropdown menu labeled "Select an Import Status". At the bottom left is a "< BACK" link, and at the bottom right is a "CONTINUE >" button.

UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 2 Next, you must indicate if the aircraft is being imported from a foreign country. In the **Select an Import Status** drop-down menu, select **Yes** or **No**:

The screenshot shows the 'AIRCRAFT INFORMATION' section of a form. It includes a sub-section 'AIRCRAFT STATUS - Required' with two buttons: 'NEW U.S. AIRCRAFT REGISTRATION' and 'PREVIOUSLY REGISTERED IN THE U.S.'. Below these buttons is the question 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required'. An orange arrow points to this question, and another orange arrow points to the 'Select an Import Status' dropdown menu, which is open and shows 'Yes' and 'No' options.

NOTE

If you select **Yes** for Import Status, a drop-down list of countries appears. Type the name of the country in the **COUNTRY IMPORTED FROM** menu to quick navigate. Select the country from the menu, then type a **DEREGISTRATION DATE**, if applicable:

The screenshot shows the 'AIRCRAFT INFORMATION' section of a form. It includes a sub-section 'AIRCRAFT STATUS - Required' with two buttons: 'NEW U.S. AIRCRAFT REGISTRATION' and 'PREVIOUSLY REGISTERED IN THE U.S.'. Below these buttons is the question 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required'. The dropdown menu is set to 'Yes'. Below this is the 'COUNTRY IMPORTED FROM - Required' dropdown menu, which is open and shows a list of countries: 'United States of America (the)', 'United Arab Emirates (the)', 'United Kingdom of Great Britain and Northern Ireland (the)', 'United States Minor Outlying Islands (the)', 'United States of America (the)', and 'Uruguay'. An orange arrow points to this dropdown menu. To the right of the country dropdown is the 'DEREGISTRATION DATE' field, which contains the date '01/17/2023'. An orange arrow points to this field.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

3 The **AIRCRAFT TYPE** options appear. Select **AMATEUR BUILT**:

IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required

AIRCRAFT TYPE - Required

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

REGISTERED IN THE U.S.

No

BACK CONTINUE >

4 The **AMATEUR BUILT AIRCRAFT DETAILS** section appears. Type or select all required aircraft information:

AMATEUR BUILT AIRCRAFT DETAILS

NAME OF AMATEUR / NON-TCO BUILDER - Required

Amateur Services

MODEL - Required

Model A

SERIAL NUMBER - Required

12345678

AIRCRAFT CLASS - Required

Glider

Airplane, Rotocraft, Glider, Weight Shift Control, Powered Parachute, etc.

ENGINE INFORMATION

TYPE OF ENGINE INSTALLED

Electric

ENGINE MANUFACTURER

ROLLS-ROYCE

ENGINE MODEL

225-C10

ENGINE SERIAL NUMBER

1213589

+ ADD

AIRCRAFT BUILD INFORMATION

BUILT FOR LAND OR SEA OPERATION

Land

NUMBER OF SEATS

1

DECLARATIONS - Required

5 Select a declaration concerning how the amateur aircraft was built:

1213589 + ADD

AIRCRAFT BUILD INFORMATION

BUILT FOR LAND OR SEA OPERATION

Land

NUMBER OF SEATS

1

DECLARATIONS - Required

- ☒ MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM MISCELLANEOUS PARTS AND I AM THE OWNER. (THIS OPTION IS FOR THE AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)
- ☐ MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM A KIT (PREFABRICATED PARTS) AND I AM THE OWNER. THE BILL OF SALE FROM THE KIT MANUFACTURER IS ATTACHED. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)
- ☐ I CERTIFY THAT THE ABOVE-DESCRIBED AIRCRAFT IS A NEWLY BUILT NON-TYPE CERTIFICATED AIRCRAFT AND IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR EXPERIMENTAL CERTIFICATION OTHER THAN AMATEUR-BUILT.)
- ☐ I CERTIFY THAT THE ABOVE-DESCRIBED AIRCRAFT IS A PREVIOUSLY BUILT (USED) NON-TYPE CERTIFICATED AIRCRAFT AND IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR EXPERIMENTAL CERTIFICATION OTHER THAN AMATEUR-BUILT.)



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

6 Next, select an option for your N-Number. A description of each option appears when selected:

- a If you have received confirmation from FAA that you have a reserved N-Number, select the **USE ONE OF MY RESERVED N-NUMBERS** button, then type the number in the **RESERVED N-NUMBER** field:

DECLARATIONS - Required

MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM MISCELLANEOUS PARTS AND I AM THE OWNER. (THIS OPTION IS FOR THE AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)

N-NUMBER OPTIONS - Required

a **USE ONE OF MY RESERVED N-NUMBERS**

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

b **SEARCH FOR AN AVAILABLE N-NUMBER**

USE ONE OF MY RESERVED N-NUMBERS

ASSIGN THE NEXT AVAILABLE N-NUMBER

DON'T HAVE AN N-NUMBER RESERVED YET?

N-Numbers are provided on a first-come, first-served basis. You may request a reservation for an N-Number by visiting the [FAA Reservation](#) site. A request for reservation does not guarantee an N-Number is available to reserve until the request is reviewed and approved by an FAA Registry Examiner. Once approved, you will receive a written reservation confirmation notice. At that time the N-number may be assigned to an aircraft.

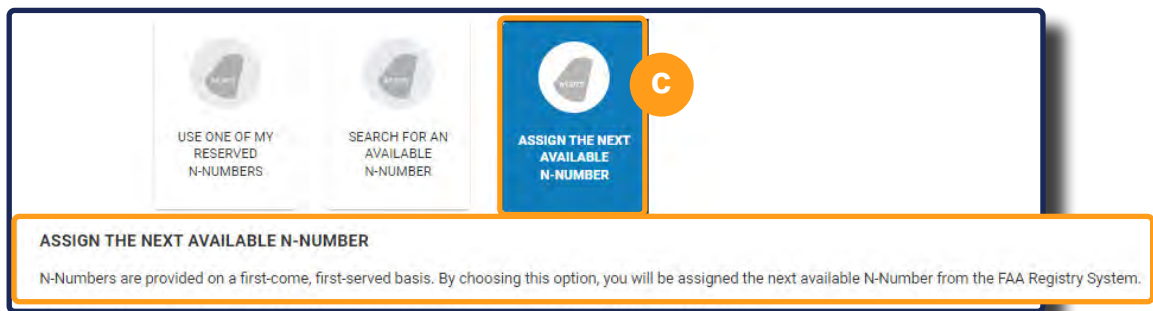


UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

6

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

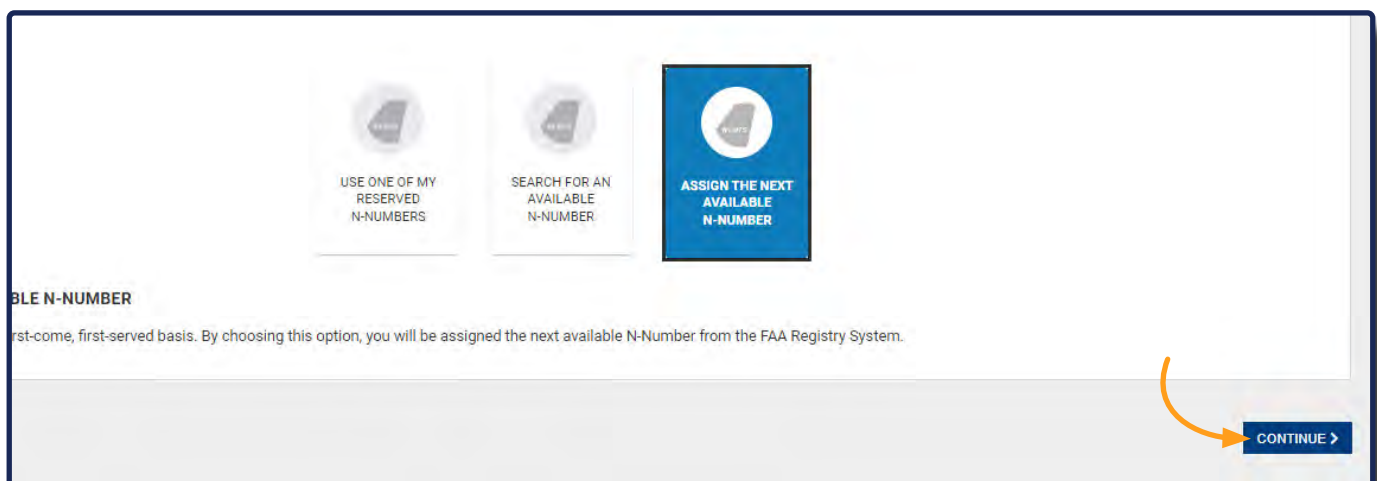
ASSIGN THE NEXT AVAILABLE N-NUMBER C

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

7

When complete, select the **CONTINUE** button:



USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

Previously Registered in the U.S.

- 1 In the AIRCRAFT STATUS section, select the **PREVIOUSLY REGISTERED IN THE U.S** button:

The screenshot shows the 'Aircraft Identification' form. The 'AIRCRAFT STATUS' section is highlighted with an orange box. Inside this box, the 'PREVIOUSLY REGISTERED IN THE U.S.' button is highlighted with a blue box and an orange arrow. The button is labeled 'PREVIOUSLY REGISTERED IN THE U.S.' and features a magnifying glass icon. Below the buttons, there is a text input field for the 'N-Number' and a search icon.

- 2 Type your N-Number and select the search icon:

The screenshot shows the 'Aircraft Identification' form. The 'N-Number' field is filled with '867JG'. The search icon is highlighted with a blue box and an orange arrow. The button 'PREVIOUSLY REGISTERED IN THE U.S.' is also visible.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 3 Search results appear. Select the aircraft you want to register:

WHAT IS THE AIRCRAFT REGISTRATION OR SERIAL NUMBER?

N- 867JG N-Number 🔍

Great! We've found your aircraft and the information has been added below.

RESULTS
1 TOTAL ENTRIES

N-NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N867JG	1111867jg	Valid	1984	Republic Aviation Corporation (United States)	Thunderbolt	TestP UserP 185 Victoria Place Waynesville, OH 45068

SELECTED AIRCRAFT

CLEAR

NOTE

You must select an aircraft even if only one search result appears.

- 4 The aircraft information appears in the **SELECTED AIRCRAFT** section. Verify the information is correct, then select the **CONTINUE** button:

N- 867JG N-Number 🔍

Great! We've found your aircraft and the information has been added below.

RESULTS
1 TOTAL ENTRIES

N-NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N867JG	1111867jg	Valid	1984	Republic Aviation Corporation (United States)	Thunderbolt	TestP UserP 185 Victoria Place Waynesville, OH 45068

SELECTED AIRCRAFT

CLEAR

YEAR: 1984 MANUFACTURER: [object Object] MODEL: Thunderbolt

N-NUMBER: N867JG SERIAL NUMBER: 1111867jg

< BACK CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

Documents

- 1 Upon completing required aircraft information, the **Documentation** screen appears:
 - a Select the **DOCUMENT TYPE** drop-down menu, then select **AC Form 8050-80 Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft**
 - b Select the **+Upload File** button, then select the document from your computer:

GREAT! NOW WE JUST NEED SOME PAPERWORK.
BASED ON THE INFORMATION YOU HAVE PROVIDED WE WILL NEED...

DOCUMENTS

Please ensure all submitted documents have the complete aircraft description (ie. N-Number, Serial Number, Manufacturer and Model) when applicable and all pages of each document are in a single file.
Any electronically filed documents that require a signature must contain an acceptable digital signature.
Documents signed in ink must be submitted by U.S. Post Office or commercial delivery services to the Aircraft Registration Branch.

REQUIRED DOCUMENTATION

- AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft

DOCUMENT TYPE
Select a Document Type

- AC Form 8050-4 - Certificate of Repossession of Encumbered Aircraft
- AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft**
- AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership
- Affidavit - Describing inability to obtain a recordable ownership document
- Affidavit - Heir-at-Law

DOCUMENT UPLOAD

+ Upload File REMOVE

- c Depending on the document you've selected to upload, you might be asked to provide Date of Sale, Amount of Sale or Seller information as Evidence of Ownership.
- d Should you need to upload additional documents, click the **+Add Additional Documents** button and repeat steps a - c until you have uploaded all documentation.

EVIDENCE OF OWNERSHIP

Please provide documentation that details the Transfer of Ownership for this aircraft.

DATE OF SALE
mm/dd/yyyy

AMOUNT OF SALE

SELLERS

Please add the sellers provided on this Evidence of Ownership Document.

+ ADD SELLER

+ ADD ADDITIONAL DOCUMENT

ACK CONTINUE >

When complete, select the **CONTINUE** button



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 2 The information provided appears on the top portion of the screen, review the information is accurate. Select the **View** button to open up a PDF to review the documents you attached.

AMATEUR BUILT AIRCRAFT INFORMATION

AIRCRAFT CLASS
Fixed wing single engine

AIRCRAFT BUILD INFORMATION

BUILT FOR LAND OR SEA OPERATION
Land

NUMBER OF SEATS
2

ENGINE INFORMATION

TYPE OF ENGINE INSTALLED
Electric

ENGINE MANUFACTURER
AEROMOTORS

ENGINE MODEL
M14PF

ENGINE SERIAL NUMBER
1213

DOCUMENTS

AC FORM 8050-88 - AFFIDAVIT OF OWNERSHIP FOR AMATEUR-BUILT/NON-TYPE CERTIFICATED AIRCRAFT

DATE OF SALE
Jan 12, 2023

AMOUNT OF SALE
\$125,000.00

SELLERS

FIRST NAME
John

LAST NAME
Smith

TITLE
Individual

UPLOADED FILE

ChangeN_Number.pdf

AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft

VIEW

- 3 The **CERTIFICATIONS** portion appears below the review area. Follow the on-screen instructions to select the appropriate citizenship status, then select the **SIGN** button if all information is correct or the **<BACK** button to make any corrections:

CERTIFICATIONS

I/We certify that the above aircraft is owned by the undersigned applicant who is: (Must Check A, B, C or D)

A. ☐ A CITIZEN OF THE UNITED STATES AS DEFINED BY 49 USC 40102(A)(15)

B. ☐ A RESIDENT ALIEN WITH ALIEN REGISTRATION (FORM 1-551) NO.

C. ☐ A NON-CITIZEN CORPORATION AND SAID AIRCRAFT IS BASED AND PRIMARILY USED IN THE UNITED STATES.

D. ☐ A CORPORATION USING A VOTING TRUST TO QUALIFY.

If box C or D above is checked, I, the below signed, certify that I am authorized, by the applicant shown above, to sign corporate documents and to seek aircraft registration on behalf of the entity and that I will provide the same authorization if requested.

I/We certify that the aircraft is not registered under the laws of any foreign country; and

I/We certify that legal evidence of ownership is attached or has been filed with the Federal Aviation Administration.

ANY AND ALL SIGNATORIES OF THIS APPLICATION MUST READ THE FOLLOWING AND UNDERSTAND THAT, BY APPLYING A SIGNATURE TO THIS DOCUMENT, THEY ARE SUBJECT TO THE REFERENCED STATUTES AND ASSOCIATED PENALTIES.

I/we hereby certify that the information provided in, and in any attachments to, this application for aircraft registration is true, accurate and correct to the best of my/our knowledge and belief. I/we understand that the FAA administrator will rely on the information I/we provide in determining my/our qualification for aircraft registration. I/we understand that whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device any material fact(s), statement(s), representation(s) or entry(ies) may be fined up to \$500,000 or imprisoned for not more than five (5) years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact, or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306) and the registration of the subject aircraft may be delayed, denied and/or revoked.

<BACK

SIGN >



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 4 You will be redirected to DocuSign to provide an electronic signature. Select the **I agree to use electronic records and signature** check-box, then select the **Continue** button:

Please Review & Act on These Documents

FIA Civil Aviation Registry
FAA

Please read the **Electronic Record and Signature Disclosure**
☒ I agree to use electronic records and signatures.

CONTINUE **OTHER ACTIONS**

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the collection of the information and whether disclosure of such information is mandatory or voluntary, the principal purpose for which the information is intended to be used, the routine uses which may be made of the information gathered, and the effects, if any, of not providing all or any part of the requested information.

Under 49 USC 44101, United States Code requires the registration of each United States civil aircraft as a prerequisite to its operation. An aircraft is eligible for registration only if it is owned by (a) a citizen of the United States, or (b) an individual citizen of a foreign country, residing permanently in the United States, or (c) a corporation not a citizen of the United States which the corporation is organized and doing business under the laws of the United States or a State and the aircraft is based and primarily used in the United States, or (d) an aircraft of the United States government. Operation of an aircraft that is not registered may subject the operator to a civil penalty.

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft in the form of a continuous disclosure.

(5) To provide accurate information to our users.

(6) To serve as a data source for management information for provision of summary descriptive, statistical and analytical studies in support of agency functions for which the records are collected and maintained.

(7) To respond to requests from the aviation community or users for statistical information under the Freedom of Information Act or to provide specific individuals or specific records for accident investigation, research, or other safety-related requirements.

(8) To provide data for the automated aircraft registration model.

(9) To provide data for development of the aircraft registration system.

- 5 To digitally sign the document:
- a Select the **START** button
 - b Select the **Sign** button to place your digital signature
 - c Select the **FINISH** button to complete and return to the **CARES** Shopping Cart:

Please review the documents below.

START **FINISH** **OTHER ACTIONS**

DocuSign Envelope ID: D02FFC02-E373-45B4-A250-3A441E177DA5

DEMONSTRATION DOCUMENT ONLY
PROVIDED BY DOCUSIGN ONLINE SIGNING SERVICE
U.S. Department of Transportation
Aircraft Registration Application
AC Form 8050-1
www.docuSign.com
Collection Expires 03/31/2024

PRA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0042. Public reporting for this collection of information is estimated to be approximately 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required to obtain aircraft registration in accordance with 14 CFR Part 47. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the solicitation of the information and whether disclosure of such information is mandatory or voluntary, the principal purpose for which the information is intended to be used, the routine uses which may be made of the information gathered, and the effects, if any, of not providing all or any part of the requested information.

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft.

NOTICE: All applicants must sign. Use next page and add page(s) if necessary.

11)	SIGNATURE:	DATE: 10/13/2022
	TYPED/PRINTED NAME: Bruce Wayne	TITLE: Owner
12)	SIGNATURE:	DATE:
	TYPED/PRINTED NAME:	TITLE:

NOTE: Except when the most recent registration of the subject aircraft is expired or cancelled, 14 CFR 47.31(c) provides for an airworthy U.S. aircraft to be operated for up to 90 days within the United States when a copy of the signed aircraft registration application is carried in the aircraft while awaiting issuance and receipt of the new registration certificate.

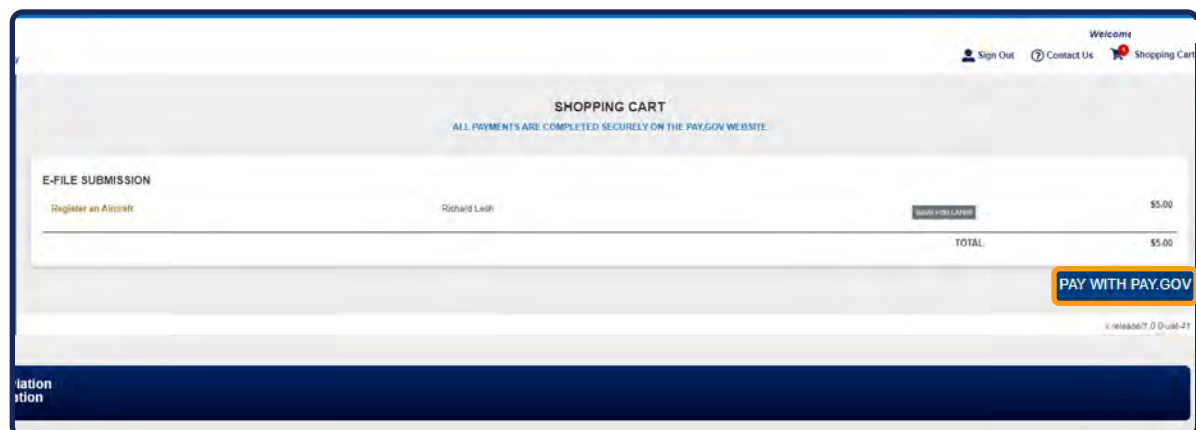


UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

PAY.GOV

- 1 You will be directed to your shopping cart in CARES. Select the **PAY WITH PAY.GOV** button:



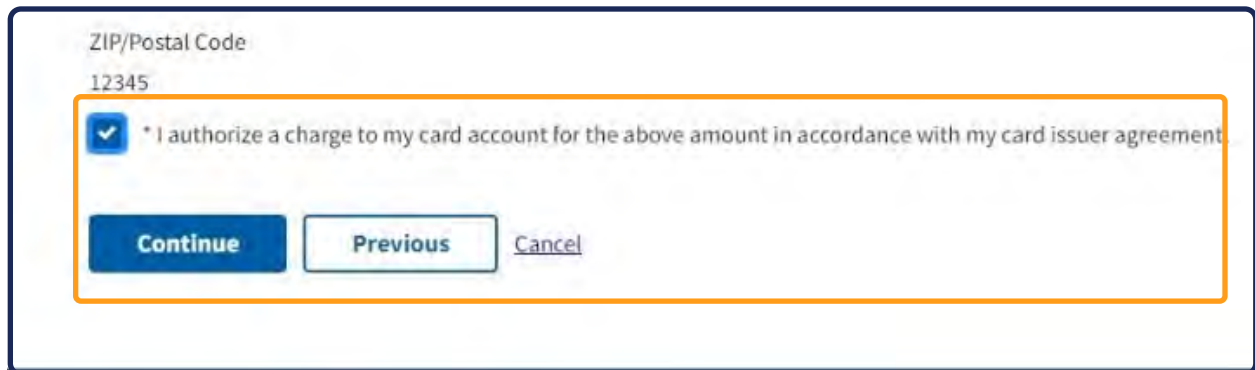
- 2 You will be re-directed to PAY.gov. Select a payment method, then select the **Continue** button:

A screenshot of the FAA Aircraft Registration payment page. The page title is "FAA Aircraft Registration". It features the FAA logo and the text "Payment Information" with a "Payment Amount \$20.00". Below this, it asks "I want to pay with my" and lists four payment methods: "Bank account (ACH)", "Amazon account", "PayPal account", and "Debit or credit card", each with a radio button. At the bottom, there is a blue "Continue" button and a purple "Cancel" link. An orange arrow points to the "Continue" button.

UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 3 Enter, review, and authorize your payment information, then select the **Continue** button:

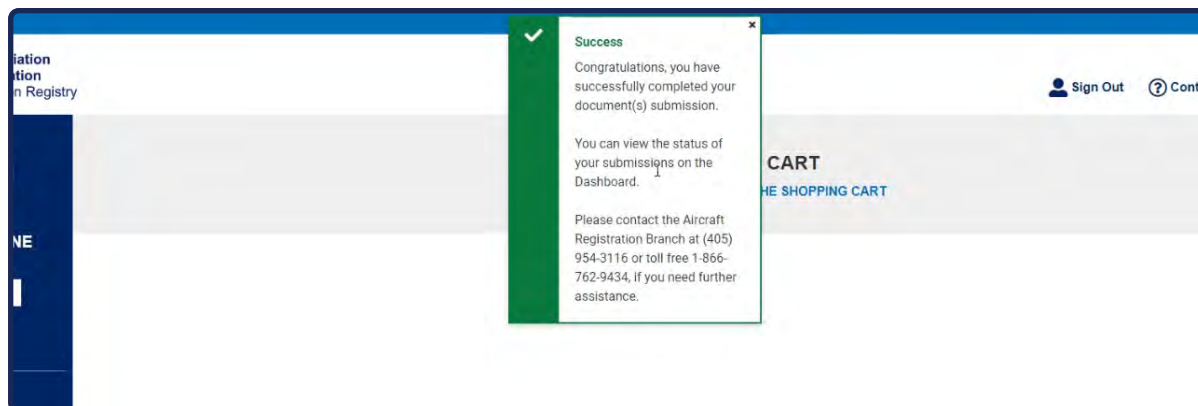


ZIP/Postal Code
12345

☒ * I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

Continue Previous [Cancel](#)

- 4 When your payment has been approved, you will return to CARES, and a success message will appear:




UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Amateur Built

- 5 Your registration appears on your Dashboard in the **APPLICATIONS SUBMITTED OR AWAITING PAYMENT** section:

APPLICATIONS SUBMITTED OR AWAITING PAYMENT			
DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE	STATUS
Register an Aircraft - Classic Aircraft Corporation (United States), Waco Classic/112345	Sep 29, 2022	Jun 15, 2023	Pending
Register an Aircraft - Lockheed Aircraft Corporation (United States), Electra (L-10)/123456789	Oct 4, 2022	Jun 20, 2023	Pending
File a Release of a Security Document - Release - N123AB/1213456789, N123AB/123456789	Oct 6, 2022	Jun 22, 2023	Pending
N-Number Related Requests - Change N-Number - N1234R/123456789	Awaiting FAA Submission	Jun 28, 2023	Awaiting Payment
Register an Aircraft - Amateur Services, Model A/1 23456	Awaiting FAA Submission	Oct 6, 2023	Pending

- 6 You will receive an email stating that payment has been submitted with a confirmation number, a payment receipt, and a copy of the signed FAA Aircraft Registration:

**Federal Aviation Administration**

Dear Bruce Wayne,

Your application fee payment of \$5.00 has been received by the FAA Registry.

- E-File Submission for Register an Aircraft - \$5.00

Payment Confirmation: 3FP04TAM.

You may check the status of your application in your **CARES** account.

If we may be of further assistance, please contact the Aircraft Registration Branch at (405) 954-3116 or toll free 1-866-762-9434.

DocuSign Envelope ID: 8AB2E442-093C-4997-A69B-AA8A70FC755A

Aircraft Registration Application
AC Form 8050-1

U.S. Department of Transportation
Federal Aviation Administration

PRA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2129-0042. Public reporting for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Field Office, Paperwork Project Team (2024-0042), U.S. Department of Transportation, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Project Team (0704-0188), Paperwork Project Team, Washington, DC 20503.

FAA Aircraft Registry, PO Box 25504,
Oklahoma City, OK 73125-0504
(405) 954-3116
Toll Free: 1-866-762-9434
WEB Address: <https://faa.gov/go/registry>

PAYMENT CONFIRMATION



UNCONTROLLED COPY WHEN DOWNLOADED

10

Register Unmanned Aircraft Systems (UAS)



UNCONTROLLED COPY WHEN DOWNLOADED

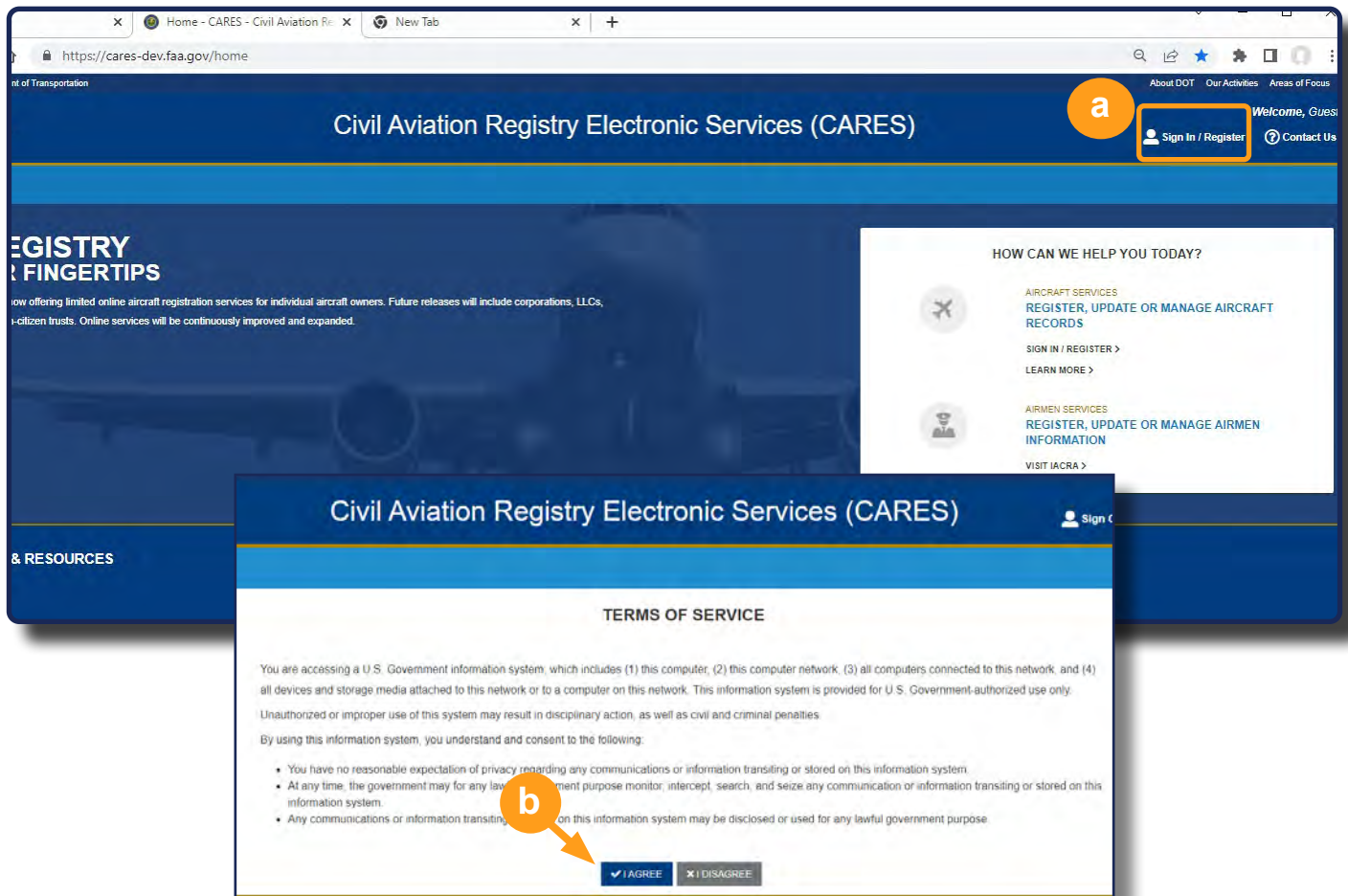
[<Back to Contents](#)

Sign In

You must have a CARES Individual account to proceed with the steps in this guide. For help creating a CARES Individual account, refer to the [Sign Up for CARES Account User Guide](#)

To Sign In, navigate to the CARES home page at CARES.FAA.GOV

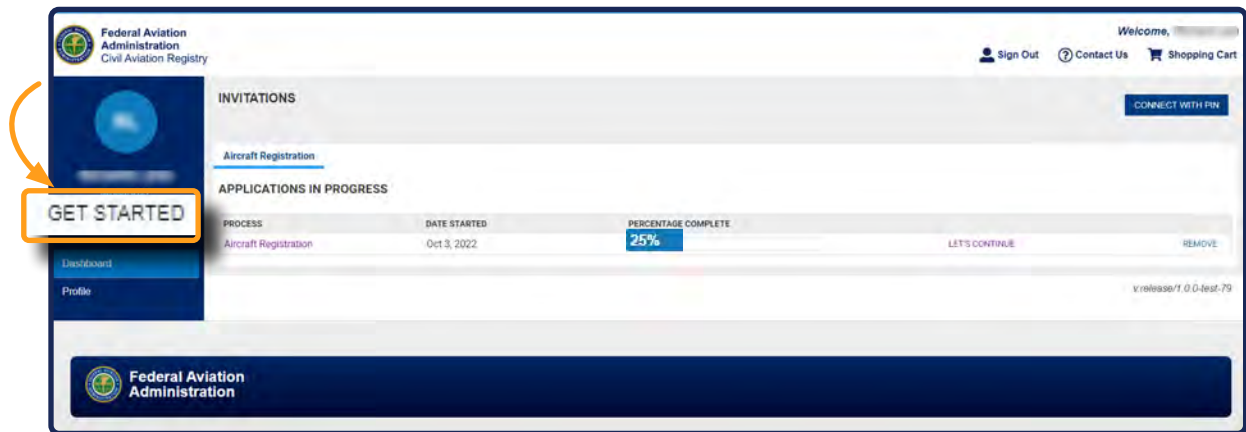
- a Sign in with your Registered Public User Account
- b When the Terms of Service appear, select the **I AGREE** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

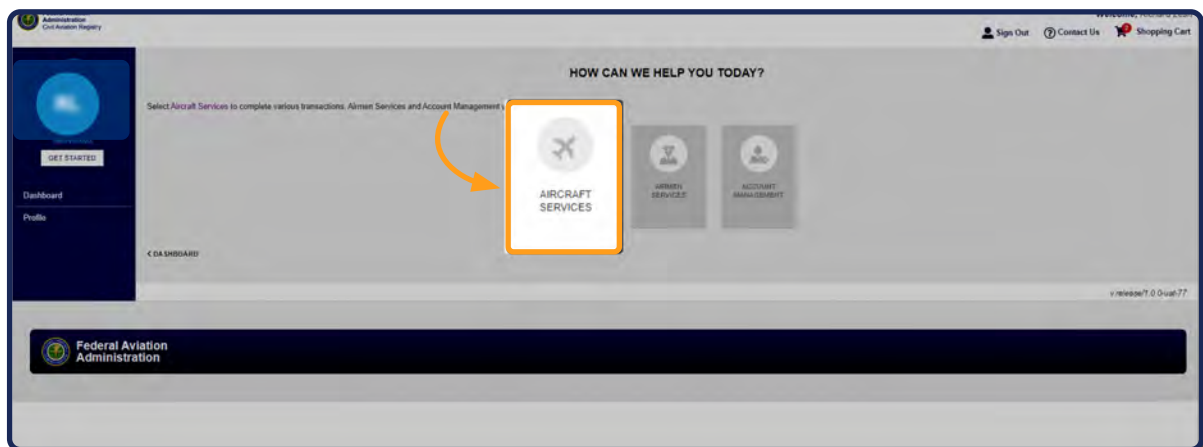
1 On your User Dashboard, select the **GET STARTED** button:



NOTE

Your User Dashboard only appears if you have pending actions in CARES. If you have not started an application, or have no activity yet, you will land on the Get Started screen, as seen in step 2.

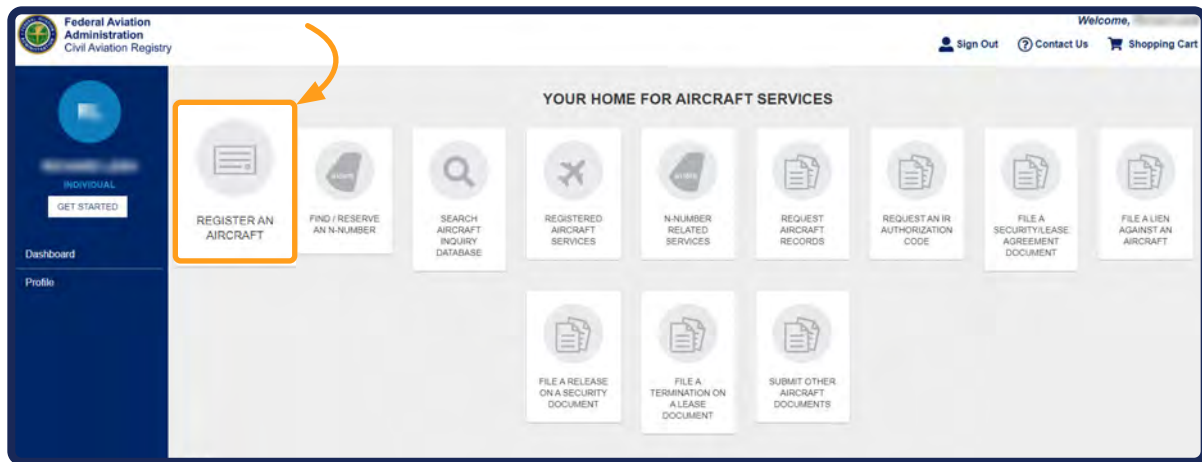
2 The registry option buttons appear. Select the **AIRCRAFT SERVICES** button:



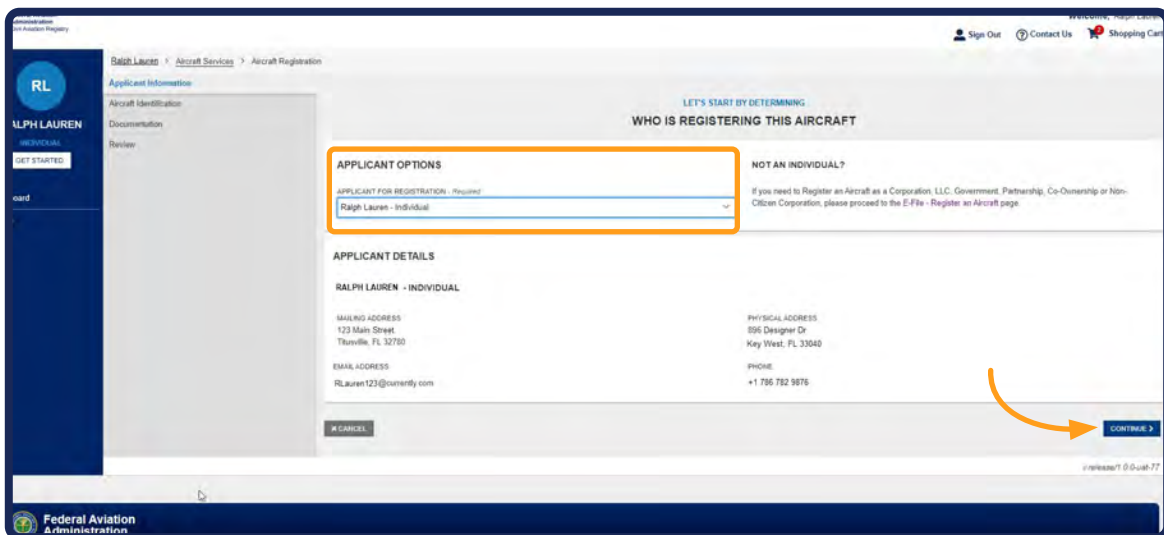
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 3 The Aircraft Services screen appears, displaying all available services. Select the **REGISTER AN AIRCRAFT** button:



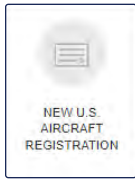
- 4 The **Applicant Information** screen appears. Select the **APPLICANT FOR REGISTRATION** drop-down menu, then select yourself as **Individual**. Next, select the **CONTINUE** button:



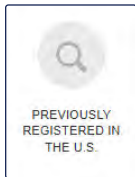
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

The **AIRCRAFT INFORMATION** screen appears. The two aircraft status options offered are as follows:



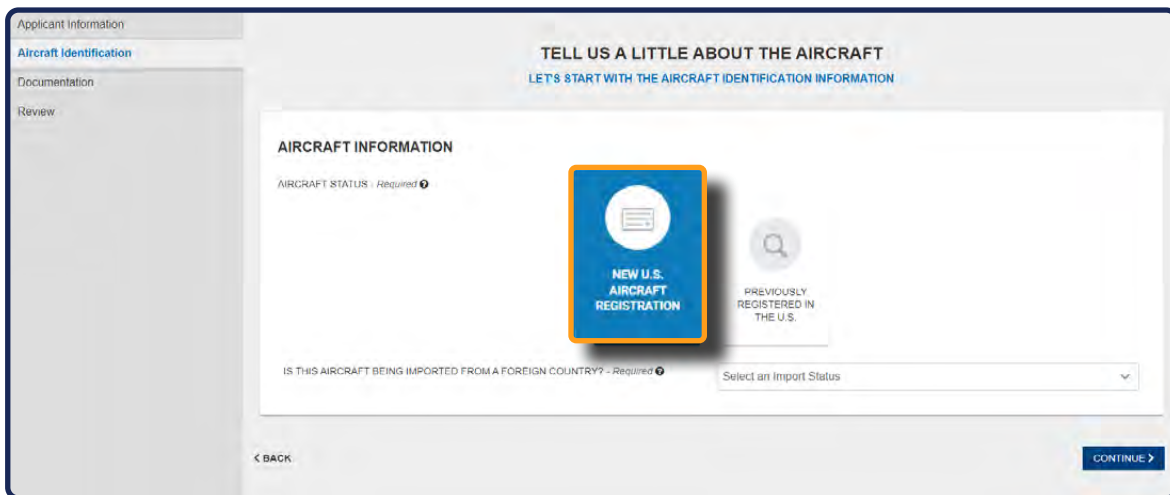
New U.S. Aircraft Registration – Choose this option if the aircraft was never registered before in the U.S. If you select this option, you will be prompted to enter aircraft information, such as import status, aircraft type, and specific aircraft information, such as manufacturer, engines, serial numbers, etc. These steps are documented below.



Previously Registered in the U.S. – Choose this option if this is an aircraft that has been previously registered in the U.S. Once you enter the N-Number of the aircraft, CARES provides the information from the previous registration. These steps are documented in the [Previously Registered in the U.S.](#) section.

New U.S. Aircraft Registration

- 1 In the AIRCRAFT STATUS section, select the **NEW U.S. AIRCRAFT REGISTRATION** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 2 Next, you must indicate if the aircraft is being imported from a foreign country. In the **Select an Import Status** drop-down menu, select **Yes** or **No**:

The screenshot shows the 'AIRCRAFT INFORMATION' section of a form. It includes a sub-section 'AIRCRAFT STATUS - Required' with two buttons: 'NEW U.S. AIRCRAFT REGISTRATION' and 'PREVIOUSLY REGISTERED IN THE U.S.'. Below these is the question 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required'. A dropdown menu is open, showing 'Select an Import Status' with options 'Yes' and 'No'. An orange arrow points to the dropdown menu.

NOTE

If you select **Yes** for Import Status, a drop-down list of countries appears. Type the name of the country in the **COUNTRY IMPORTED FROM** menu to quick navigate. Select the country from the menu, then type a **DEREGISTRATION DATE**, if applicable:

This screenshot shows the same form as the previous one, but with the 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY?' field set to 'Yes'. Below it, the 'COUNTRY IMPORTED FROM - Required' dropdown menu is open, displaying a list of countries: 'United States of America (the)', 'United Arab Emirates (the)', 'United Kingdom of Great Britain and Northern Ireland (the)', 'United States Minor Outlying Islands (the)', 'United States of America (the)', and 'Uruguay'. The 'United States of America (the)' option is highlighted. An orange arrow points to this option. To the right, the 'DEREGISTRATION DATE' field is visible, showing '01/17/2023'. Another orange arrow points to this field.



UNCONTROLLED COPY WHEN DOWNLOADED

- 3 The **AIRCRAFT TYPE** options appear. Select **UNMANNED AIRCRAFT SYSTEMS (UAS)**:

FT INFORMATION

STATUS - Required ?

NEW U.S. AIRCRAFT REGISTRATION

PREVIOUSLY REGISTERED IN THE U.S.

AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ?

No

TYPE - Required ?

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

- 4 Answer the following four questions (all are required): If any are **YES**, you will be required to register the aircraft via CARES. If all four are **NO**, you have a choice to continue with the registration via CARES or register your aircraft via the **FAA DRONEZONE** website:

Please provide an answer to all the questions.

YES	NO	QUESTION
<input type="radio"/>	<input checked="" type="radio"/>	DOES YOUR UAS WEIGH 55 POUNDS OR MORE?
<input type="radio"/>	<input checked="" type="radio"/>	ARE YOU REGISTERING THE UAS (REGARDLESS IF IT WEIGHS 55LBS OR MORE) WITH A TRUST OR VOTING TRUST?
<input type="radio"/>	<input checked="" type="radio"/>	DO YOU PLAN TO OPERATE THE UAS INTERNATIONALLY?
<input checked="" type="radio"/>	<input type="radio"/>	DO YOU WANT TO RECORD A LOAN, LEASE, OR OWNERSHIP DOCUMENTS FOR YOUR UAS?

You have opted to register your UAS under 14 CFR Part 47 regulation. You will need to submit a notarized Affidavit of Ownership for the Unmanned Aircraft (UAS) with your application.

Confirmation

Since you answered NO to all of the questions, we highly recommend that you register your UAS under 14 CFR Part 48 regulations by clicking Go to DroneZone.

If you want to register your UAS under 14 CFR Part 47, then select Continue.

GO TO DRONEZONE CONTINUE



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

5 Select or enter the required fields under **AIRCRAFT DETAILS**:

You have opted to register your UAS under 14 CFR Part 47 regulation. You will need to submit a notarized Affidavit of Ownership for the Unmanned Aircraft (UAS) with your application.

AIRCRAFT DETAILS

AIRCRAFT CLASS - Required
Select an Aircraft Class
Airplane, Rotorcraft, Glider, Weight Shift Control, Powered-Parachute, etc.

MANUFACTURER / BUILDER - Required

MODEL - Required

REMOTE ID STATUS - Required
Select a Remote ID Status

TYPE OF ENGINE INSTALLED - Required
Select an Engine Type

NUMBER OF ENGINES - Required

MAX TAKEOFF WEIGHT (LBS) - Required

DECLARATIONS - Required
The Undersigned Owner Certifies:
Select and complete one of these statements:

☒ I PURCHASED THE UA DESCRIBED ABOVE AS A NEW OFF-THE-SHELF ITEM FROM THE MANUFACTURER OR RETAIL VENDOR

6 Select and complete the appropriate declaration statement. After selecting the appropriate declaration, a blue information box appears detailing the document(s) required in the **Documents** section:

DECLARATIONS - Required
The Undersigned Owner Certifies:
Select and complete one of these statements:

☒ I PURCHASED THE UA DESCRIBED ABOVE AS A NEW OFF-THE-SHELF ITEM FROM THE MANUFACTURER OR RETAIL VENDOR

MANUFACTURER OR RETAIL VENDOR - Required

DATE OF PURCHASE - Required
mm/dd/yyyy

A manufacturer's bill of sale was not available at the time of purchase, and

A ☒ I HAVE A RECEIPT, INVOICE, OR OTHER EVIDENCE TO CONFIRM THE PURCHASE
B ☐ I DO NOT HAVE A RECEIPT, INVOICE, OR OTHER EVIDENCE TO CONFIRM THE PURCHASE

i In the Documentation section, you'll be asked to upload an Affidavit - Unmanned Aircraft System and an Invoice/Receipt for UA only

☐ THE UA DESCRIBED ABOVE WAS BUILT FROM A PREFABRICATED KIT. I HAVE THE KIT BILL OF SALE FROM THE MANUFACTURER, TO THE UNDERSIGNED, OR OTHER EVIDENCE AS PROOF THE TRANSACTION TOOK PLACE

☐ THE UA DESCRIBED ABOVE WAS BUILT USING MISCELLANEOUS PARTS

☐ I PURCHASED THE USED UA DESCRIBED ABOVE AND HAVE THE BILL OF SALE SIGNED BY THE SELLER

☐ I PURCHASED THE USED UA DESCRIBED ABOVE AND THE BILL OF SALE SIGNED BY THE SELLER IS NOT AVAILABLE

NUMBER OPTIONS - Required



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

7 Next, select an option for your N-Number. A description of each option appears when selected:

- a** If you have received confirmation from FAA that you have a reserved N-Number, select the **USE ONE OF MY RESERVED N-NUMBERS** button, then type the number in the **RESERVED N-NUMBER** field:

DECLARATIONS - Required

MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM MISCELLANEOUS PARTS AND I AM THE OWNER. (THIS OPTION IS FOR THE AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)

N-NUMBER OPTIONS - Required

a **USE ONE OF MY RESERVED N-NUMBERS**

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b** Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

USE ONE OF MY RESERVED N-NUMBERS

b **SEARCH FOR AN AVAILABLE N-NUMBER**

ASSIGN THE NEXT AVAILABLE N-NUMBER

DON'T HAVE AN N-NUMBER RESERVED YET?

N-Numbers are provided on a first-come, first-served basis. You may request a reservation for an N-Number by visiting the [FAA Reservation](#) site. A request for reservation does not guarantee an N-Number is available to reserve until the request is reviewed and approved by an FAA Registry Examiner. Once approved, you will receive a written reservation confirmation notice. At that time the N-number may be assigned to an aircraft.

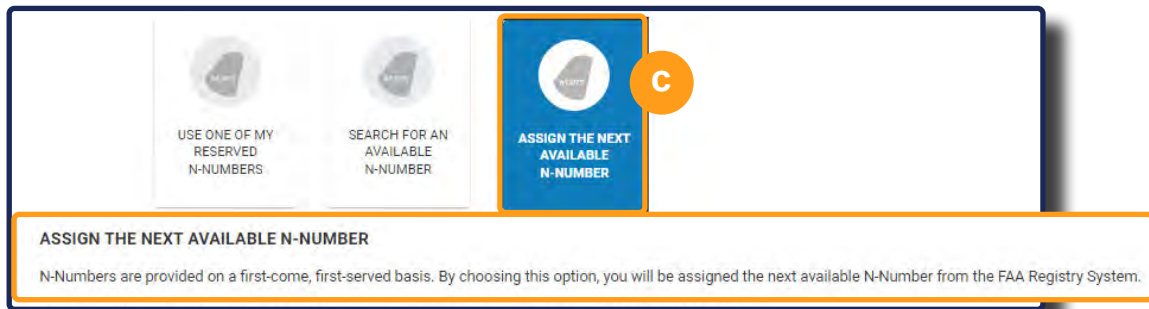


UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

7

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

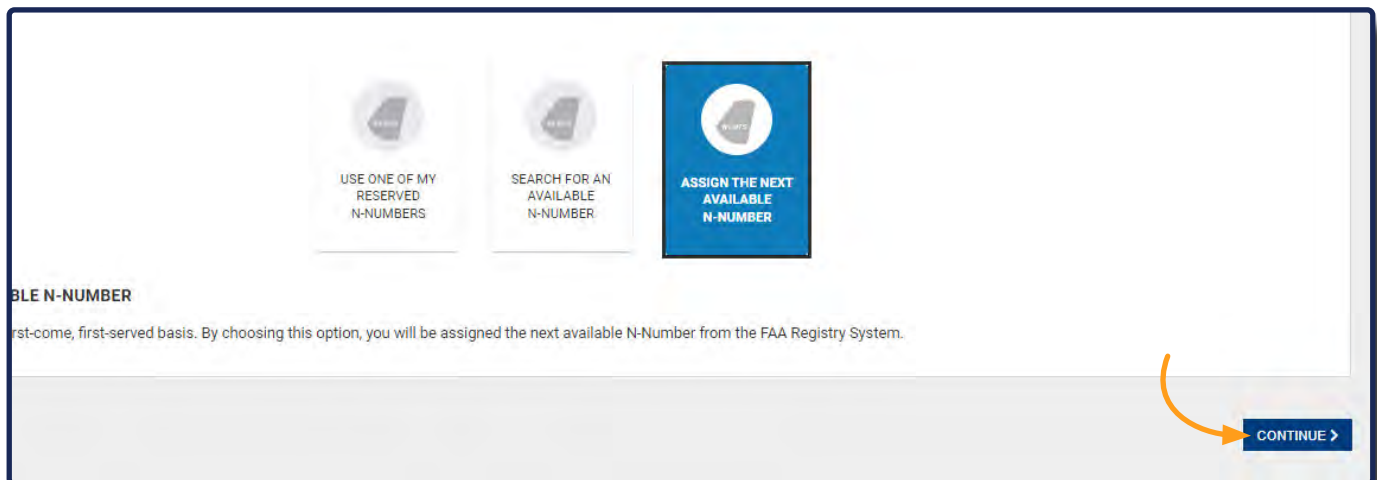
ASSIGN THE NEXT AVAILABLE N-NUMBER C

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

8

When complete, select the **CONTINUE** button:



USE ONE OF MY RESERVED N-NUMBERS

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

Previously Registered in the U.S.

- 1 In the AIRCRAFT STATUS section, select the **PREVIOUSLY REGISTERED IN THE U.S** button:

The screenshot shows the 'Aircraft Identification' form. The 'AIRCRAFT STATUS - Required' section is highlighted with an orange box. Inside this box, the 'PREVIOUSLY REGISTERED IN THE U.S.' button is highlighted with a blue box and an orange arrow. The 'NEW U.S. AIRCRAFT REGISTRATION' button is also visible. Below the buttons, the text 'WHAT IS THE AIRCRAFT REGISTRATION OR SERIAL NUMBER?' is displayed. At the bottom, there is a text input field labeled 'N-' and a search icon.

- 2 Type your N-Number and select the search icon:

The screenshot shows the 'Aircraft Identification' form. The 'AIRCRAFT STATUS - Required' section is highlighted with an orange box. Inside this box, the 'PREVIOUSLY REGISTERED IN THE U.S.' button is highlighted with a blue box and an orange arrow. The 'NEW U.S. AIRCRAFT REGISTRATION' button is also visible. Below the buttons, the text 'WHAT IS THE AIRCRAFT REGISTRATION OR SERIAL NUMBER?' is displayed. At the bottom, there is a text input field labeled 'N-' containing the text '867JG' and a search icon.



UNCONTROLLED COPY WHEN DOWNLOADED

- 3 Search results appear. Select the aircraft you want to register:

WHAT IS THE AIRCRAFT REGISTRATION OR SERIAL NUMBER?

N- 867JG N-Number

Great! We've found your aircraft and the information has been added below.

RESULTS
1 TOTAL ENTRIES

N-NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N867JG	1111867jg	Valid	1984	Republic Aviation Corporation (United States)	Thunderbolt	TestP UserP 185 Victoria Place Waynesville, OH 45068

SELECTED AIRCRAFT

NOTE

You must select an aircraft even if only one search result appears.

- 4 The aircraft information appears in the **SELECTED AIRCRAFT** section. Verify the information is correct, then select the **CONTINUE** button:

N- 867JG N-Number

Great! We've found your aircraft and the information has been added below.

RESULTS
1 TOTAL ENTRIES

N-NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N867JG	1111867jg	Valid	1984	Republic Aviation Corporation (United States)	Thunderbolt	TestP UserP 185 Victoria Place Waynesville, OH 45068

SELECTED AIRCRAFT

YEAR 1984	MANUFACTURER [object Object]	MODEL Thunderbolt
N-NUMBER N867JG	SERIAL NUMBER 1111867jg	

< BACK



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

Documents

- 1 Upon completing required aircraft information, the **Documentation** screen appears:
 - a Select the **DOCUMENT TYPE** drop-down menu, then select **AC Form 8050-80 Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft**
 - b Select the **+Upload File** button, then select the document from your computer:

DOCUMENTS

Please ensure all submitted documents have the complete aircraft description (ie. N-Number, Serial Number, Manufacturer and Model) when applicable and all pages of each document are in a single file.

Any electronically filed documents that require a signature must contain an acceptable digital signature.

Documents signed in ink must be submitted by U.S. Post Office or commercial delivery services to the Aircraft Registration Branch.

REQUIRED DOCUMENTATION

- Affidavit - Unmanned Aircraft System
- Invoice/Receipt for UA only

DOCUMENT TYPE
Affidavit - Unmanned Aircraft System

DOCUMENT UPLOAD

+ Upload File **REMOVE**

AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft

AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership

Affidavit - Describing inability to obtain a recordable ownership document

Affidavit - Heir-at-Law

Please add the sellers provided on this Evidence of Ownership Document.

- c Depending on the document you've selected to upload, you might be asked to provide Date of Sale, Amount of Sale or Seller information as Evidence of Ownership.
- d Should you need to upload additional documents, click the **+Add Additional Documents** button and repeat steps a - c until you have uploaded all documentation.

DOCUMENT TYPE
AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certified Aircraft

DOCUMENT UPLOAD

+ UPLOAD FILE **REMOVE**

EVIDENCE OF OWNERSHIP

Please provide documentation that details the Transfer of Ownership for this aircraft.

DATE OF SALE
mm/dd/yyyy

AMOUNT OF SALE

SELLERS

Please add the sellers provided on this Evidence of Ownership Document.

+ ADD SELLER

+ ADD ADDITIONAL DOCUMENT

BACK **CONTINUE**

When complete, select the **CONTINUE** button



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 2** The **REVIEW** screen appears, review the information you provided. Select the **VIEW** button to open up and review any document(s) you attached:

DOCUMENTS

AFFIDAVIT - UNMANNED AIRCRAFT SYSTEM

DATE OF SALE: Jan 25, 2023 AMOUNT OF SALE: \$125,000.00

SELLERS

FIRST NAME: John	LAST NAME: Smith	TITLE: Individual
------------------	------------------	-------------------

UPLOADED FILE

Aff_UAS.pdf	Affidavit - Unmanned Aircraft System
-------------	--------------------------------------

VIEW

INVOICE/RECEIPT FOR UA ONLY

DATE OF SALE: Jan 25, 2023 AMOUNT OF SALE: \$125,000.00

SELLERS

FIRST NAME: John	LAST NAME: Smith	TITLE: Individual
------------------	------------------	-------------------

- 3** The **CERTIFICATIONS** portion appears below the review area. Follow the on-screen instructions to select the appropriate citizenship status, then select the **SIGN** button if all information is correct or the **<BACK** button to make any corrections:

CERTIFICATIONS

I/We certify that the above aircraft is owned by the undersigned applicant who is: (Must Check A, B, C or D)

A. ☐ A CITIZEN OF THE UNITED STATES AS DEFINED BY 49 USC 40102(A)(15)
B. ☐ A RESIDENT ALIEN WITH ALIEN REGISTRATION (FORM 1-551) NO.
C. ☐ A NON-CITIZEN CORPORATION AND SAID AIRCRAFT IS BASED AND PRIMARILY USED IN THE UNITED STATES.
D. ☐ A CORPORATION USING A VOTING TRUST TO QUALIFY.

If box C or D above is checked, I, the below signed, certify that I am authorized, by the applicant shown above, to sign corporate documents and to seek aircraft registration on behalf of the entity and that I will provide the same authorization if requested.

I/We certify that the aircraft is not registered under the laws of any foreign country; and

I/We certify that legal evidence of ownership is attached or has been filed with the Federal Aviation Administration.

ANY AND ALL SIGNATORIES OF THIS APPLICATION MUST READ THE FOLLOWING AND UNDERSTAND THAT, BY APPLYING A SIGNATURE TO THIS DOCUMENT, THEY ARE SUBJECT TO THE REFERENCED STATUTES AND ASSOCIATED PENALTIES.

I/we hereby certify that the information provided in, and in any attachments to, this application for aircraft registration is true, accurate and correct to the best of my/our knowledge and belief. I/we understand that the FAA administrator will rely on the information I/we provide in determining my/our qualification for aircraft registration. I/we understand that whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device any material fact(s), statement(s), representation(s) or entry(ies) may be fined up to \$500,000 or imprisoned for not more than five (5) years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact, or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306) and the registration of the subject aircraft may be delayed, denied and/or revoked.

<BACK **SIGN >**



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 4 You will be redirected to DocuSign to provide an electronic signature. Select the **I agree to use electronic records and signature** check-box, then select the **Continue** button:

Please Review & Act on These Documents

FIA Civil Aviation Registry
FVA

Please read the **Electronic Record and Signature Disclosure**
☒ I agree to use electronic records and signatures.

CONTINUE **OTHER ACTIONS**

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the collection of the information and whether disclosure of such information is mandatory or voluntary, the principal purpose for which the information is intended to be used, the routine uses which may be made of the information gathered, and the effects, if any, of not providing all or any part of the requested information.

Under 49 USC 4410a, United States Code requires the registration of each United States civil aircraft as a prerequisite to its operation. An aircraft is eligible for registration only if it is owned by (a) a citizen of the United States, or (b) an individual citizen of a foreign country residing permanently for permanent residence in the United States, or (c) a corporation not a citizen of the United States when the corporation is organized and doing business under the laws of the United States or a State and the aircraft is based and primarily used in the United States, or (d) an aircraft of the United States government. Operation of an aircraft that is not registered may subject the operator to a civil penalty.

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft in the form of a continuous disclosure.

(5) To provide accurate information to our users.

(6) To serve as a data source for management information for provision of summary descriptive, statistical and analytical studies in support of agency functions for which the records are collected and maintained.

(7) To respond to general requests from the aviation community or users for statistical information under the Freedom of Information Act or to provide specific individuals or specific records for accident investigation, research, or other safety-related requirements.

(8) To provide data for (a) automated aircraft registration model file.

(9) To provide data for development of the aircraft registration information system.

- 5 To digitally sign the document:
- a Select the **START** button
 - b Select the **Sign** button to place your digital signature
 - c Select the **FINISH** button to complete and return to the **CARES** Shopping Cart:

Please review the documents below.

START **FINISH** **OTHER ACTIONS**

DocuSign Envelope ID: D02FF0C2-E373-45B4-A250-3A441E177DA5

DEMONSTRATION DOCUMENT ONLY
PROVIDED BY DOCUSIGN ONLINE SIGNING SERVICE
U.S. Department of Transportation
Federal Aviation Administration
Aircraft Registration Application
AC Form 8050-1
www.docuSign.com
Collection Expires 03/31/2024

PRA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0042. Public reporting for this collection of information is estimated to be approximately 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required to obtain aircraft registration in accordance with 14 CFR Part 47. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

PRIVACY ACT STATEMENT:
Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the solicitation of the information

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft

NOTICE: All applicants must sign. Use next page and add page(s) if necessary.

11)	SIGNATURE:	DATE: 10/13/2022
	TYPED/PRINTED NAME: Bruce Wayne	TITLE: Owner
12)	SIGNATURE:	DATE:
	TYPED/PRINTED NAME:	TITLE:

NOTE: Except when the most recent registration of the subject aircraft is expired or cancelled, 14 CFR 47.31(c) provides for an airworthy U.S. aircraft to be operated for up to 90 days within the United States when a copy of the signed aircraft registration application is carried in the aircraft while awaiting issuance and receipt of the new registration certificate.

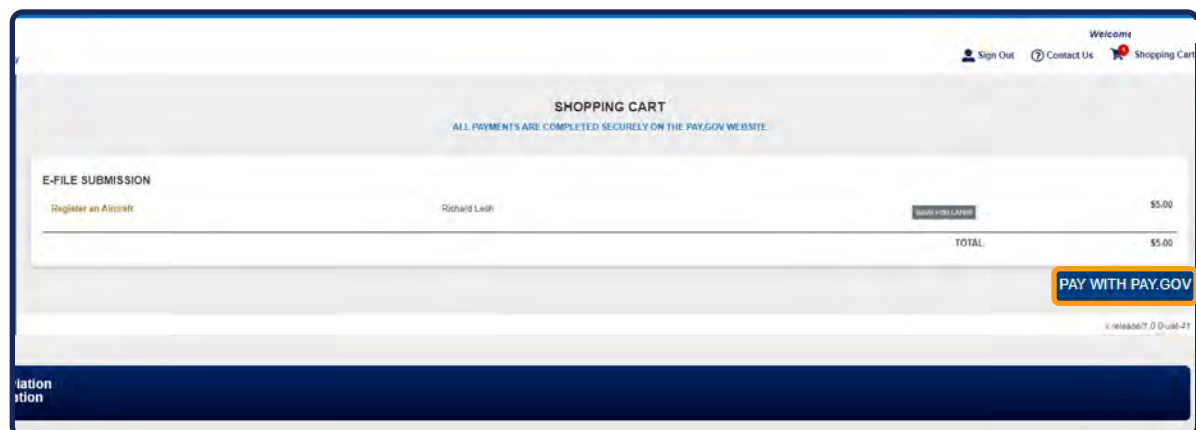


UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

PAY.GOV

- 1 You will be directed to your shopping cart in CARES. Select the **PAY WITH PAY.GOV** button:



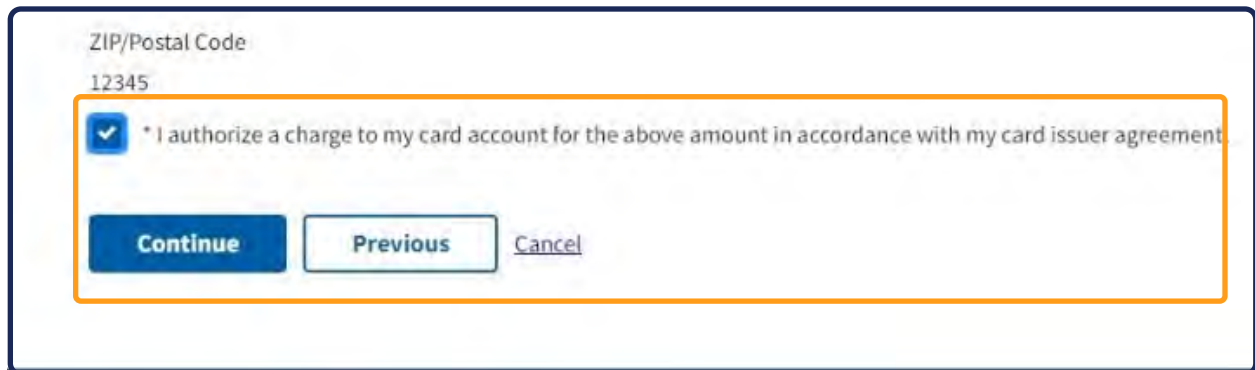
- 2 You will be re-directed to PAY.gov. Select a payment method, then select the **Continue** button:

A screenshot of the FAA Aircraft Registration payment page. The page title is "FAA Aircraft Registration". Below the title is the FAA logo. The section "Payment Information" shows "Payment Amount \$20.00". Under "I want to pay with my", there are four radio button options: "Bank account (ACH)", "Amazon account", "PayPal account", and "Debit or credit card". At the bottom, there is a blue button labeled "Continue" which is highlighted with an orange box and an orange arrow pointing to it, and a purple link labeled "Cancel". The top left corner has a "< Cancel" link.

UNCONTROLLED COPY WHEN DOWNLOADED

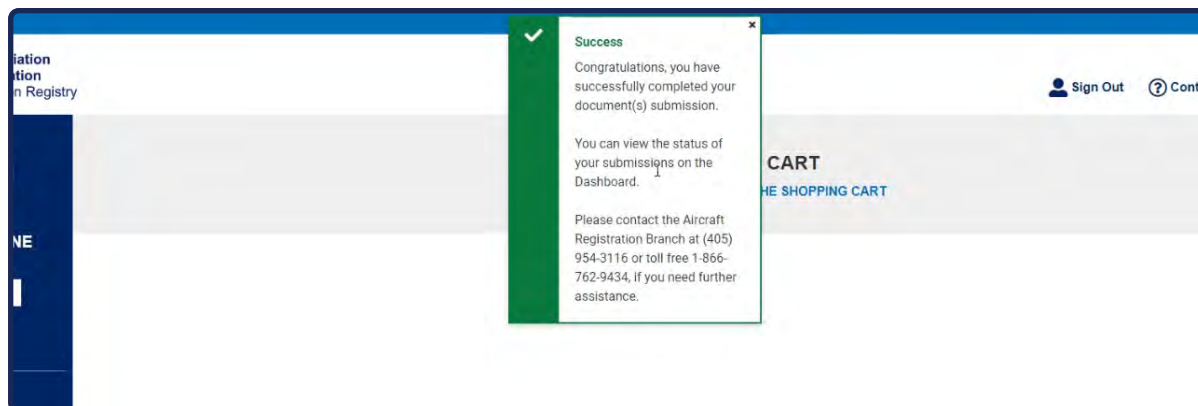
Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 3 Enter, review, and authorize your payment information, then select the **Continue** button:



A screenshot of a payment authorization form. At the top, there is a label "ZIP/Postal Code" followed by the text "12345". Below this, there is a checkbox with a checkmark inside, followed by the text: "* I authorize a charge to my card account for the above amount in accordance with my card issuer agreement". At the bottom of the form, there are three buttons: "Continue" (blue), "Previous" (light blue), and "Cancel" (text link).

- 4 When your payment has been approved, you will return to CARES, and a success message will appear:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

- 5 Your registration appears on your Dashboard in the **APPLICATIONS SUBMITTED OR AWAITING PAYMENT** section:

APPLICATIONS SUBMITTED OR AWAITING PAYMENT			
DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE ⓘ	STATUS ⓘ
Register an Aircraft - Classic Aircraft Corporation (United States), Waco Classic/112345	Sep 29, 2022	Jun 15, 2023	Pending
Register an Aircraft - Lockheed Aircraft Corporation (United States), Electra (L-10)/123456789	Oct 4, 2022	Jun 20, 2023	Pending
File a Release of a Security Document - Release - N123AB/1213456789, N123AB/123456789	Oct 6, 2022	Jun 22, 2023	Pending
N-Number Related Requests - Change N-Number - N1234R/123456789	Awaiting FAA Submission	Jun 28, 2023	Awaiting Payment
Register an Aircraft - Amateur Services, Model A/1 23456	Awaiting FAA Submission	Oct 6, 2023	Pending

- 6 You will receive an email stating that payment has been submitted with a confirmation number, a payment receipt, and a copy of the signed FAA Aircraft Registration:

**Federal Aviation Administration**

Dear Bruce Wayne,

Your application fee payment of \$5.00 has been received by the FAA Registry.

- E-File Submission for Register an Aircraft - \$5.00

Payment Confirmation: 3FPO4TAM.

You may check the status of your application in your **CARES** account.

If we may be of further assistance, please contact the Aircraft Registration Branch at (405) 954-3116 or toll free 1-866-762-9434.

DocuSign Envelope ID: 8AB2E442-093C-4997-A69B-AA8A70FC755A

Aircraft Registration Application
AC Form 8050-1

U.S. Department of Transportation
Federal Aviation Administration

PRA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0042. Public reporting for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Field Office, Paperwork Project Team, (202) 293-2969.

DEMONSTRATION DOCUMENT ONLY
PROVIDED BY DOCUSIGN ONLINE SIGNING SERVICE
www.docuSign.com

Collection Expires 03/31/2024



U.S. Department of Transportation
Federal Aviation Administration

FAA Aircraft Registry, PO Box 25504,
Oklahoma City, OK 73125-0504
(405) 954-3116
Toll Free: 1-866-762-9434
WEB Address: <https://faa.gov/go/registry>

PAYMENT CONFIRMATION



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Unmanned Aircraft Systems (UAS)

[<Back to Contents](#)

11

Create Company Account - Corporation



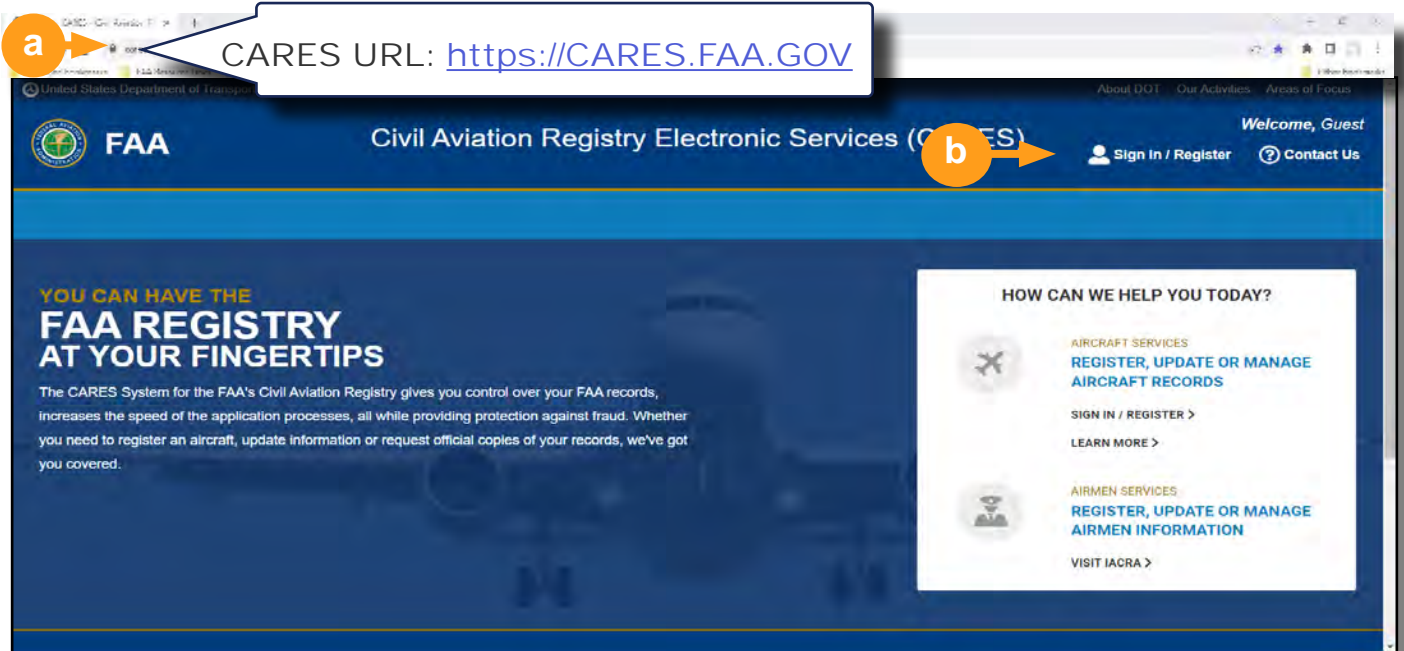
UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

Sign into CARES

To get started:

- a Navigate to the CARES home page at <https://CARES.FAA.GOV/>
- b Sign in with your Registered Public User Account
- c Accept the Terms of Service:



TERMS OF SERVICE

You are accessing a U.S. Government-authorized information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, (4) all devices and storage media attached to this network or to a computer on this network, and (5) all cloud services and hosting environments supporting this information system. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By logging in and using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, communication between the user and this information system, data transiting to/from the system, or stored on this system is subject to monitoring, interception, and search.



UNCONTROLLED COPY WHEN DOWNLOADED

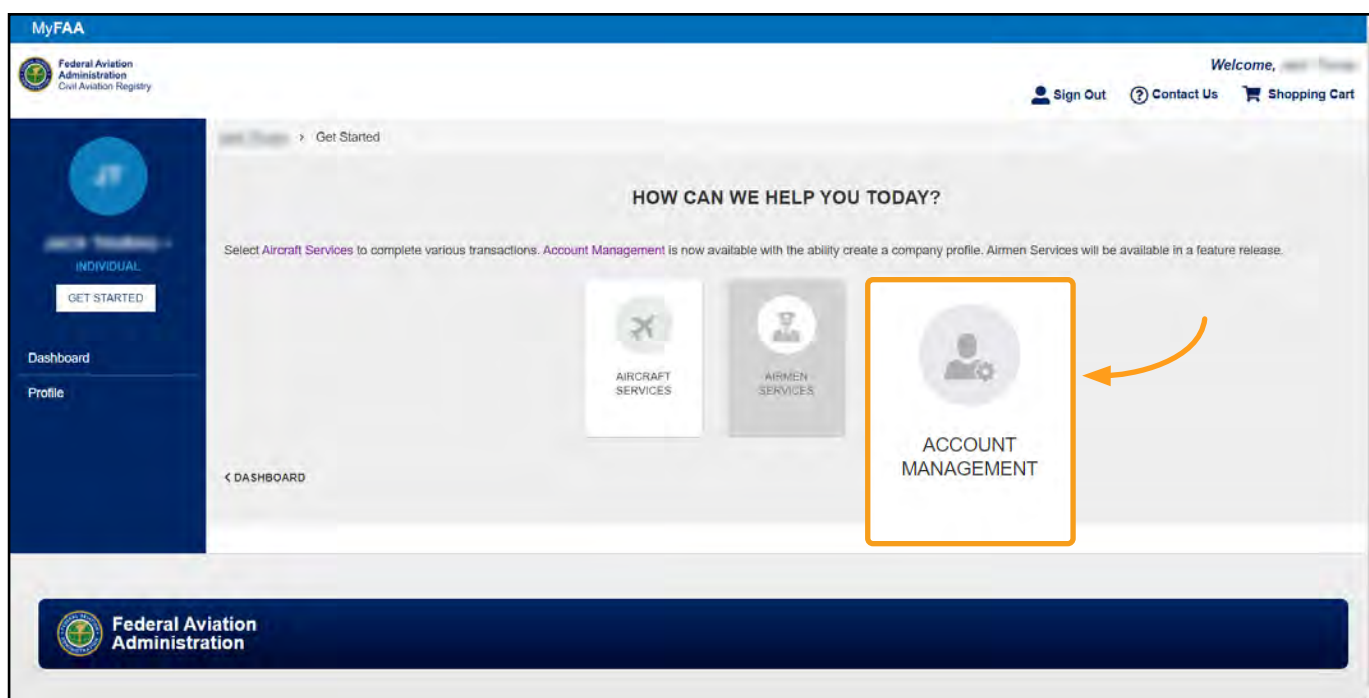


Create a Company Account - Corporation

Create a Basic Corporation Account

CARES allows users to create and customize a company profile according to business needs and in accordance with FAA regulations. This guide provides instruction on how to Create a Corporation Company Account.

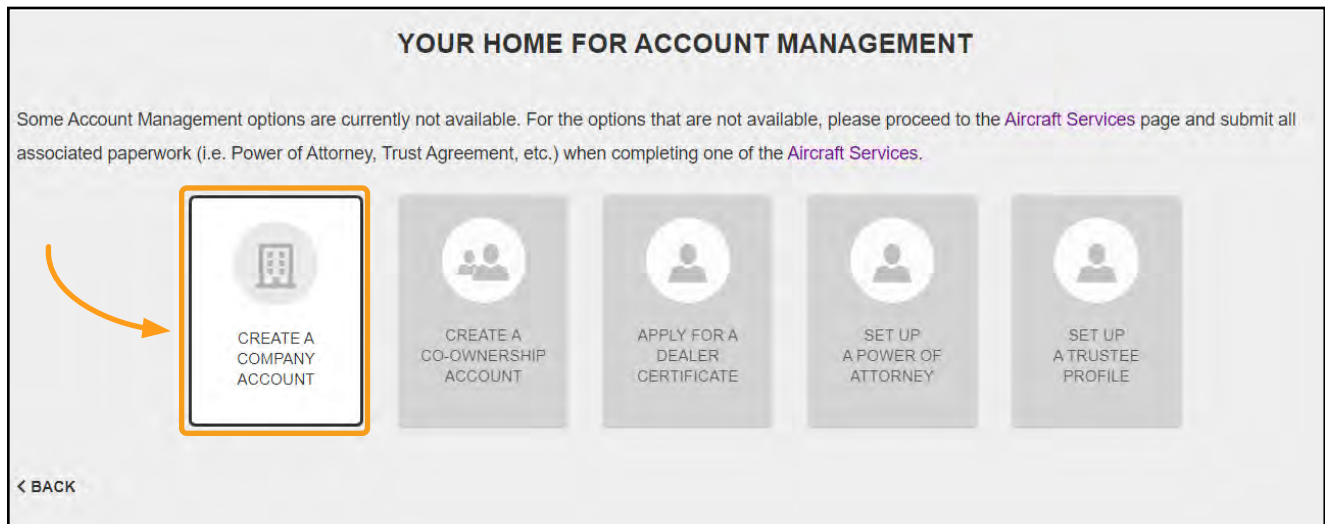
- 1 On the Get Started page, select the **Account Management** option:



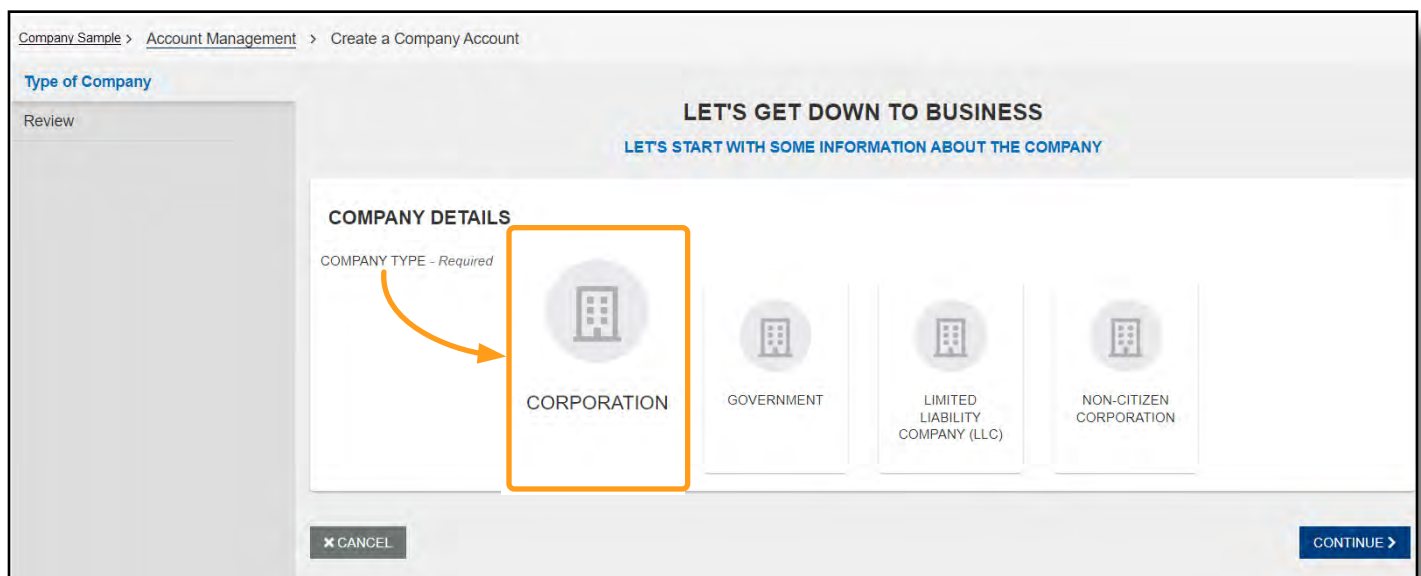
UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

2 On the Account Management home screen, select the **CREATE A COMPANY ACCOUNT** option:



3 On the Type of Company page, select **CORPORTATION** :



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

4 More information will appear. Enter the following information into the required fields:

a Type the Company Name

b Type the Company's **Physical/Residential Address** and **Mailing Address** in the fields below. If they are the same, once the Physical/Residential Address is complete, select the **SAME AS PHYSICAL ADDRESS** button and the address will copy over.

The screenshot shows a form for entering company information. At the top, there is a field for 'COMPANY NAME - Required' with the text 'Sample Corporation' and an orange arrow labeled 'a' pointing to it. Below this are two columns of address fields. The left column is titled 'PHYSICAL / RESIDENTIAL ADDRESS' and the right column is titled 'MAILING ADDRESS'. Both columns have identical fields: 'COUNTRY - Required' (dropdown menu with 'United States of America (the)'), 'ADDRESS LINE 1 - Required' (text field with '123 S Main St'), 'ADDRESS LINE 2' (text field), 'CITY - Required' (dropdown menu with 'Los Angeles'), 'STATE - Required' (dropdown menu with 'CA'), 'ZIP / POSTAL CODE - Required' (text field with '90012-3701'), and 'COUNTY' (text field with 'Los Angeles'). An orange arrow labeled 'b' points from the 'MAILING ADDRESS' column to a blue button labeled 'SAME AS PHYSICAL ADDRESS' located between the two columns.

- In most cases, an **ADDRESS VERIFICATION** popup will appear, indicating CARES has found a more accurate version of your address. Select **Use My Address** if you would like to use the address you have inputted, or select **Use Suggested Address** if you would like to use the Suggested Address:

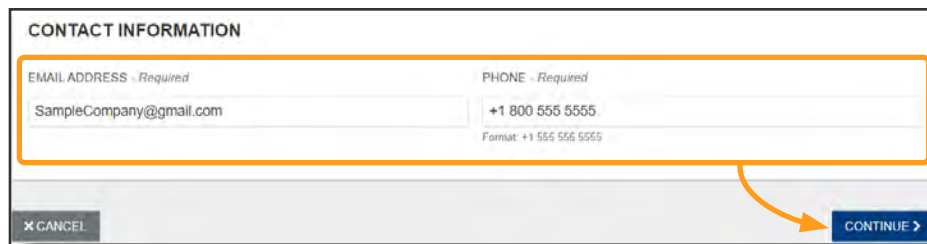
The screenshot shows a blue header bar with the text 'Address Verification'. Below the header, the text reads: 'We believe we've found a more accurate version of your address. For the most accurate profile information, please confirm the one that you would like to use.' There are two columns of information. The left column is titled 'You Entered' and contains the text: '123 S Main St', 'Los Angeles, CA', and 'United States of America (the)'. The right column is titled 'Suggested Address' and contains the text: '123 S Main St', 'Los Angeles, CA 90012-3701', and 'United States of America (the)'. At the bottom right, there are two blue buttons: 'USE MY ADDRESS' and 'USE SUGGESTED ADDRESS'.



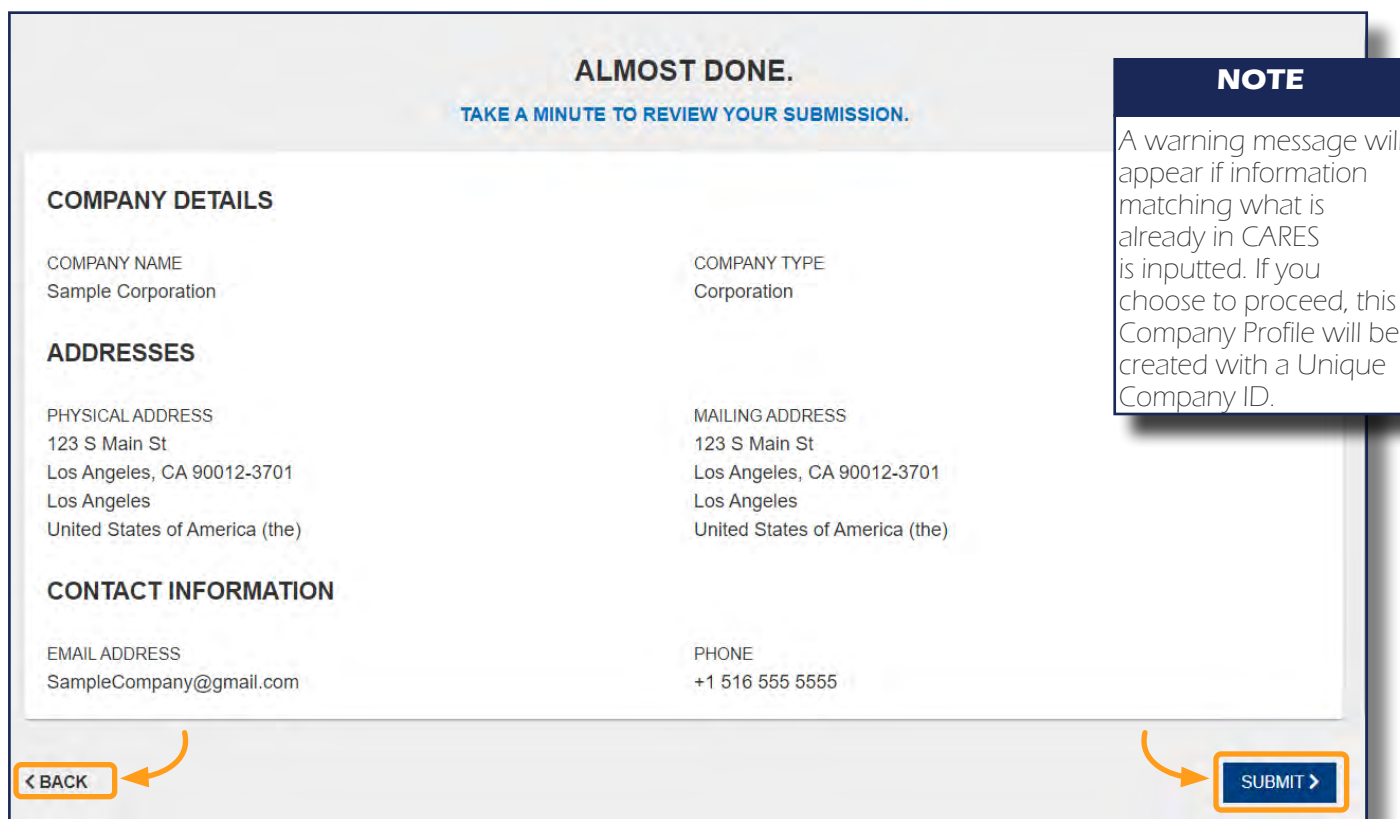
UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

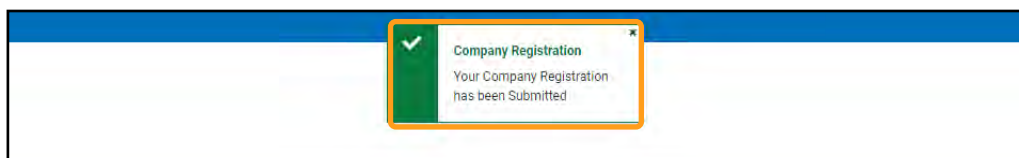
- 6 Next, type the **Contact Information** for the Company, keeping in mind this does NOT have to match any member's email address. The company email address will be used to communicate the status of all submitted applications. Select the **CONTINUE** button:



- 6 On the Review screen, review your entries for Company Details, Addresses, and Contact Information. If you need to make changes, select the **BACK** button. When you're ready, select the **SUBMIT** button:



- 7 A success message appears, indicating your company profile has been created. You will receive an email confirming company creation to the email address provided in **CONTACT INFORMATION** on the previous screens.



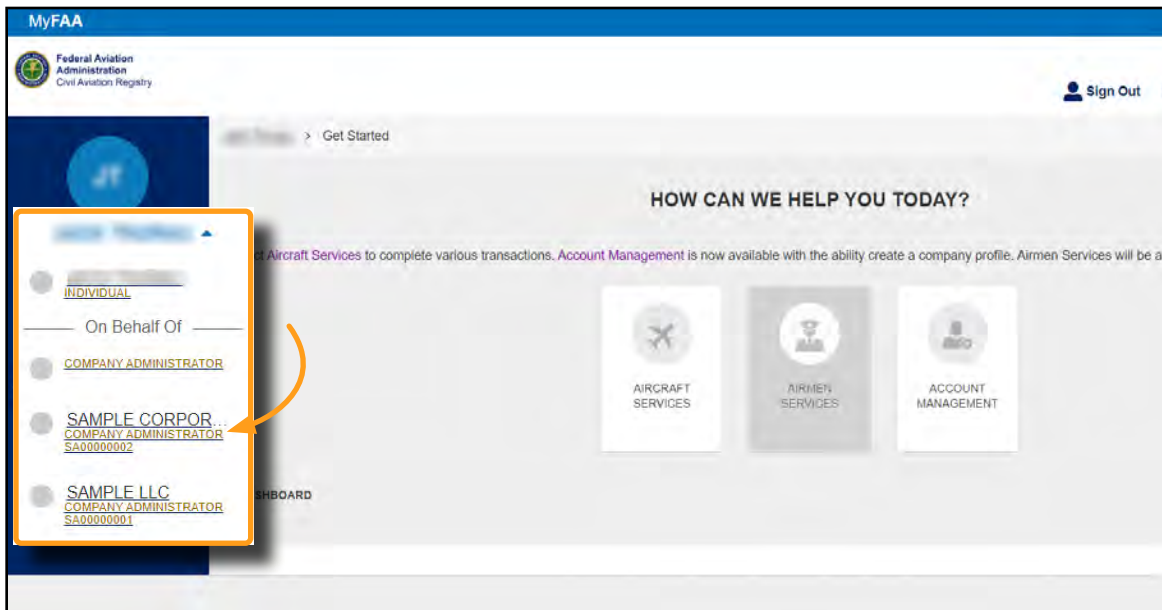
UNCONTROLLED COPY WHEN DOWNLOADED



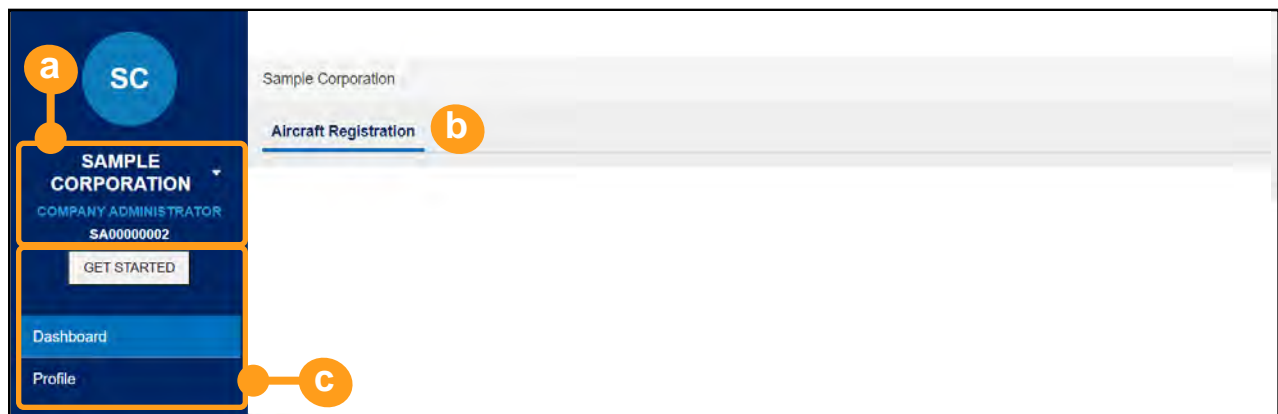
Create a Company Account - Corporation

Access your Account

- 1 On the Get Started page, select the dropdown to the right of your Individual Account name and select the Company Name you just created:



- 2 On your **Company Dashboard** you will see:
 - a Your Company Name and Unique Company ID
 - b The **Aircraft Registration** section (this will be blank until you begin that process)
 - c Company menu options on the left



UNCONTROLLED COPY WHEN DOWNLOADED













Create a Company Account - Corporation

If you are not an aircraft owner, you may leave your company account as a Basic Company Account. You will have access to the following services in CARES:

Sample Corporation > Aircraft Services

YOUR HOME FOR AIRCRAFT SERVICES

i Some Aircraft Services require a complete Company Profile. Please proceed to the [Company Profile](#) page and complete the information for each section to use these services.

 REGISTER AN AIRCRAFT	 FIND / RESERVE AN N-NUMBER	 SEARCH AIRCRAFT REGISTRATION DATABASE	 REGISTERED AIRCRAFT SERVICES	 N-NUMBER RELATED SERVICES	 REQUEST AIRCRAFT RECORDS
 REQUEST AN IR AUTHORIZATION CODE	 FILE A SECURITY/LEASE AGREEMENT DOCUMENT	 FILE A LIEN AGAINST AN AIRCRAFT	 FILE A RELEASE OF A SECURITY DOCUMENT	 FILE A TERMINATION ON A LEASE DOCUMENT	 SUBMIT OTHER AIRCRAFT DOCUMENTS

< BACK

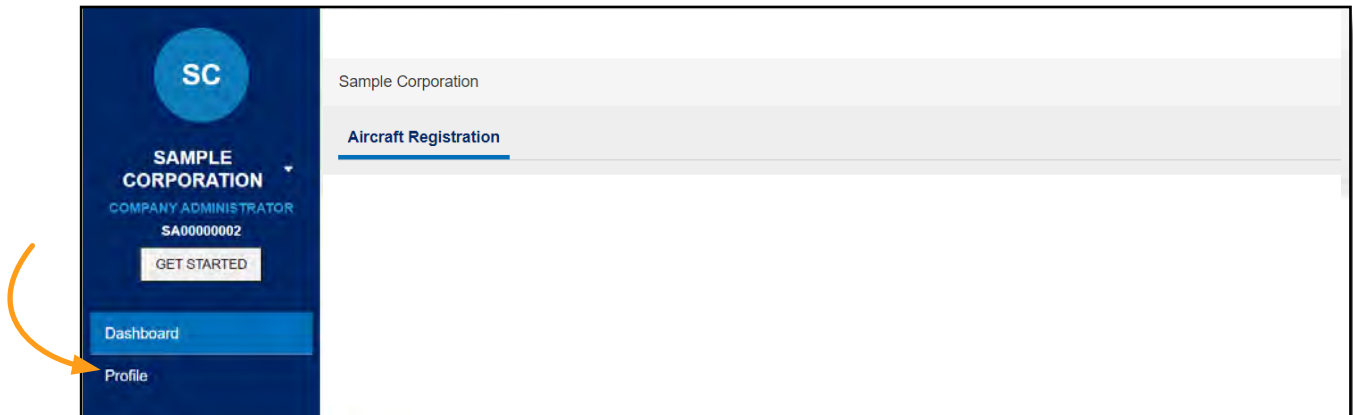


UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

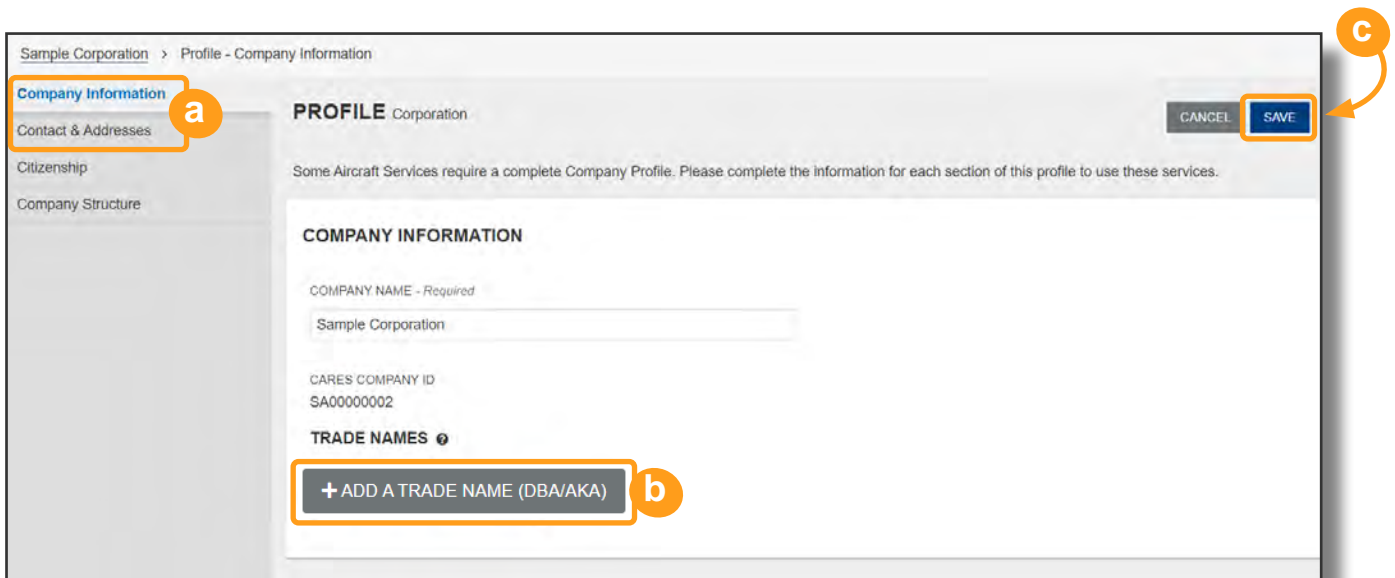
Complete Your Company Profile

- 1 To complete your Company Profile, select **Profile** under your Company Name:



- 2 The Company Profile page appears:

- a Select the **Company Information** or **Contact & Addresses** tab to make changes
- b If applicable, **Trade Names** may be added here.
- c If any changes are made, be sure to select the **Save** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

US Citizenship Eligibility

1 To attest to whether or not your company meets United States Citizen eligibility:

- a** Select the **Citizenship** tab
- b** Choose **Yes** from the dropdown. Choosing **No** will keep your profile as Basic, restricting some Aircraft Services
- c** Select the **SAVE** button to save your changes

The screenshot shows the 'Profile - Citizenship' page for 'Sample Corporation'. On the left sidebar, the 'Citizenship' tab is highlighted with an orange arrow labeled 'a'. The main content area is titled 'PROFILE Corporation' and includes a 'CITIZENSHIP INFORMATION' section. A dropdown menu is open, showing 'Yes' and 'No' options, with an orange arrow labeled 'b' pointing to the 'Yes' option. In the top right corner, the 'SAVE' button is highlighted with an orange arrow labeled 'c'. The page also contains a 'CANCEL' button and a message: 'Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.'



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

Add Members to Company Profile

1 To add members to your company:

- a** Select the **Company Structure** tab
- b** Select **+ ADD A MEMBER**
- c** Member details will appear. Enter the required information, including selecting whether that member can sign documents (Signatory)
- d** If you would like to add yourself as a member of the company, select **+ADD ME AS A MEMBER** and your information will populate (*optional*)
- e** To save your changes, select the **Save** button

The screenshot shows the 'Profile - Company Structure' page for 'Sample Corporation'. The left sidebar has tabs for 'Company Information', 'Contact & Addresses', 'Citizenship', and 'Company Structure'. The 'Company Structure' tab is selected, indicated by callout 'a'. The main content area is titled 'PROFILE Corporation' and contains a 'COMPANY STRUCTURE' section with a 'MEMBERS' sub-section. A message states 'There are no members available for this profile.' Callout 'b' points to the '+ ADD A MEMBER' button. Callout 'c' points to the 'Company Structure' tab. Callout 'd' points to the '+ ADD ME AS A MEMBER' button. Callout 'e' points to the 'SAVE' button. A 'NOTE' box on the right states: 'Any added member will receive an email with a link to create their own CARES Registered Public User Account.'

ADD A MEMBER

d + ADD ME AS A MEMBER

FIRST NAME - Required

LAST NAME - Required

EMAIL ADDRESS - Required

THIS MEMBER IS A SIGNATORY ?

TITLE - Required

c

e

NOTE

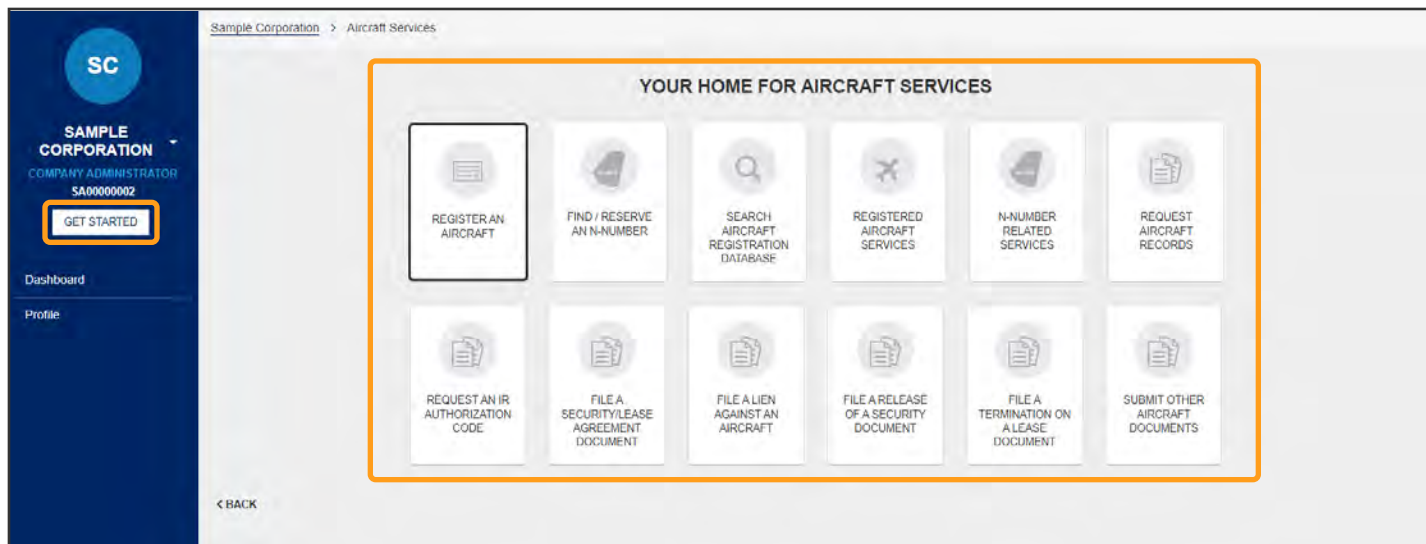
Any added member will receive an email with a link to create their own CARES Registered Public User Account.

UNCONTROLLED COPY WHEN DOWNLOADED



Create a Company Account - Corporation

Now that your Company Profile is completed, you will have full access to all Aircraft Services:



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - Corporation

<Back to Contents

12

Create Company Account - LLC



UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

Sign into CARES

To get started:

- a** Navigate to the CARES home page at <https://CARES.FAA.GOV/>
- b** Sign in with your Registered Public User Account
- c** Accept the Terms of Service:

The screenshot shows the CARES website interface. At the top, a blue header contains the FAA logo, the text 'Civil Aviation Registry Electronic Services (CARES)', and a 'Welcome, Guest' message. A navigation bar includes a 'Sign In / Register' link and a 'Contact Us' link. A callout box labeled 'a' points to the URL 'https://CARES.FAA.GOV/'. Below the header, the main content area features the heading 'FAA REGISTRY AT YOUR FINGERTIPS' and a paragraph about limited online aircraft registration services. To the right, a section titled 'HOW CAN WE HELP YOU TODAY?' lists 'AIRCRAFT SERVICES' (REGISTER, UPDATE OR MANAGE AIRCRAFT RECORDS) and 'AIRMEN SERVICES' (REGISTER, UPDATE OR MANAGE AIRMEN INFORMATION). A callout box labeled 'b' points to the 'Sign In / Register' link. Below the main content area, a 'TERMS OF SERVICE' section is displayed, containing a paragraph about U.S. Government-authorized use, a paragraph about unauthorized use, and a list of terms. A callout box labeled 'c' points to the 'I AGREE' button at the bottom of the Terms of Service section.

TERMS OF SERVICE

You are accessing a U.S. Government-authorized information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, (4) all devices and storage media attached to this network or to a computer on this network, and (5) all cloud services and hosting environments supporting this information system. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By logging in and using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, communication between the user and this information system, data transiting to/from the system, or stored on this system is subject to monitoring, interception, and search.

I AGREE **I DISAGREE**

UNCONTROLLED COPY WHEN DOWNLOADED

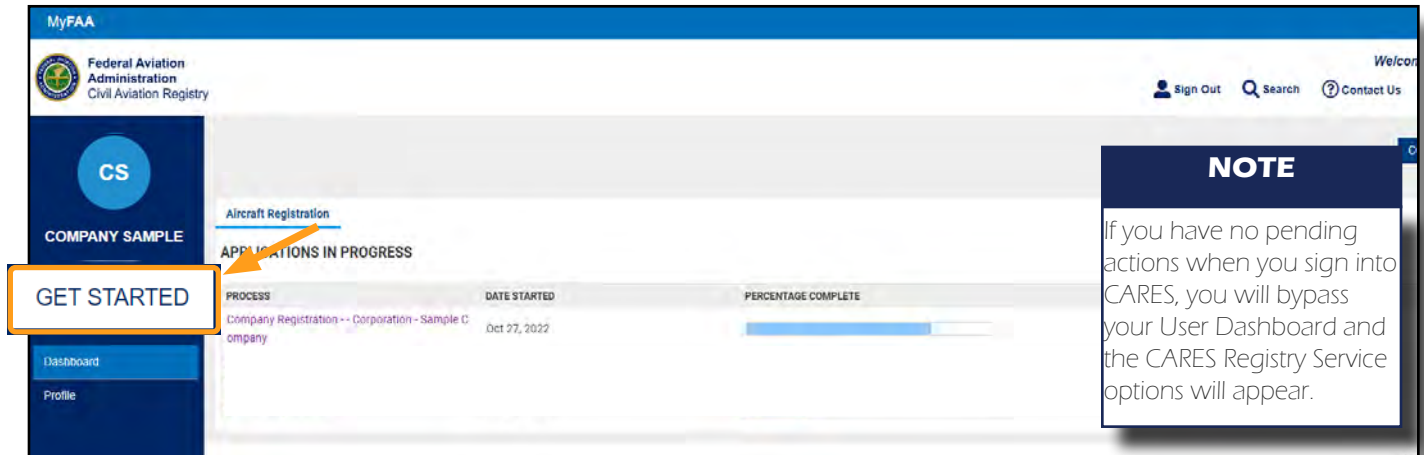


Create a Company Account - LLC

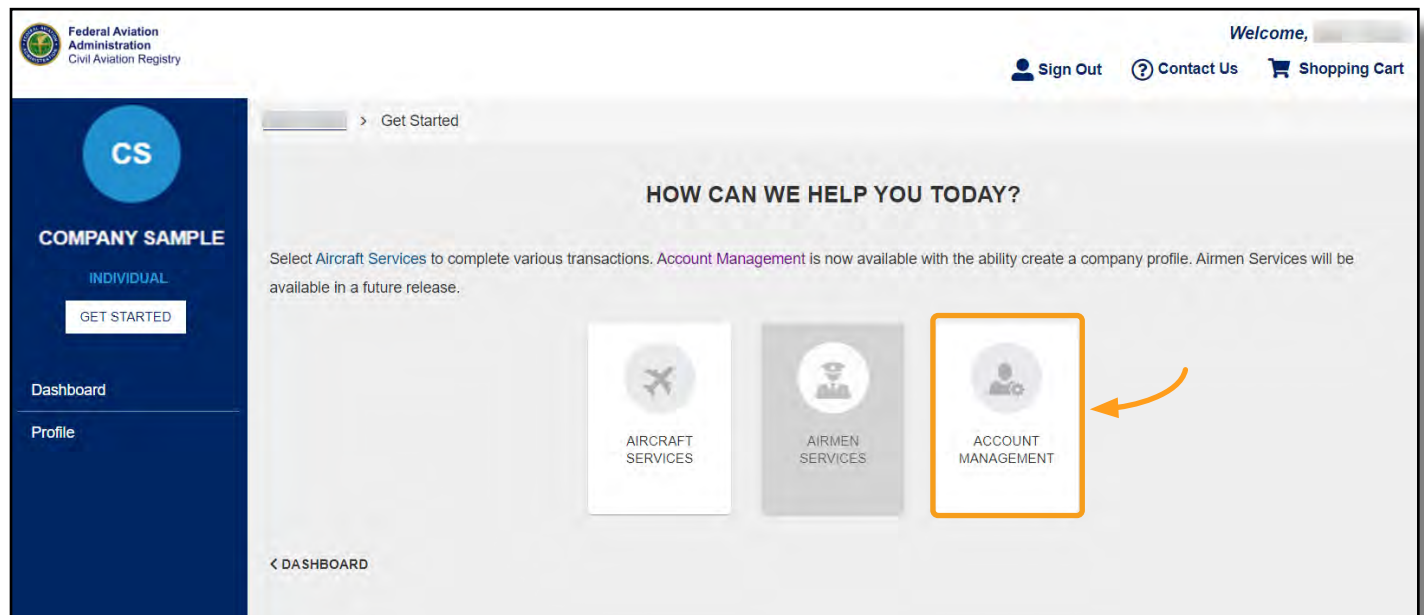
Create an LLC Account

CARES allows users to create and customize a company profile according to their business' needs, and in accordance with FAA regulations. This guide provides instruction on how to Create a Limited Liability Company (LLC) Account.

1 On your user dashboard, select the **GET STARTED** button:



2 Next, select the **Account Management** option:




UNCONTROLLED COPY WHEN DOWNLOADED


Create a Company Account - LLC


- 3 On the Account Management home screen, select the **CREATE A COMPANY ACCOUNT** option:


YOUR HOME FOR ACCOUNT MANAGEMENT


Some Account Management options are currently not available. For the options that are not available, please proceed to the [Aircraft Services](#) page and submit all associated paperwork (i.e. Power of Attorney, Trust Agreement, etc.) when completing one of the [Aircraft Services](#).


CREATE A
COMPANY
ACCOUNT


CREATE A
CO-OWNERSHIP
ACCOUNT


APPLY FOR A
DEALER
CERTIFICATE


SET UP
A POWER OF
ATTORNEY


SET UP
A TRUSTEE
PROFILE

[← BACK](#)


- 4 On the Type of Company page, select **LIMITED LIABILITY COMPANY (LLC)**:


[Sample](#) > [Account Management](#) > Create a Company Account


[Type of Company](#)


LET'S GET DOWN TO BUSINESS
LET'S START WITH SOME INFORMATION ABOUT THE COMPANY

COMPANY DETAILS
COMPANY TYPE - Required


CORPORATION


GOVERNMENT


**LIMITED
LIABILITY
COMPANY (LLC)**


NON-CITIZEN
CORPORATION

[✕ CANCEL](#) [CONTINUE](#)



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

5 More information will appear. Begin entering the following information into the required fields:

a The Company Name

b Enter the Company's **Physical/Residential Address** and **Mailing Address** in the fields below. If they are the same, once the Physical/Residential Address is complete, select the **SAME AS PHYSICAL ADDRESS** button and the address will copy over.

COMPANY NAME - Required
Sample LLC

PHYSICAL / RESIDENTIAL ADDRESS

COUNTRY - Required
United States of America (the)

ADDRESS LINE 1 - Required
123 S Main St
Street Address, Rural Route

ADDRESS LINE 2
Apartment, suite, unit, building, floor, etc.

CITY - Required
Los Angeles

STATE - Required
CA
Two-Character State Code

ZIP / POSTAL CODE - Required
90012-3701

COUNTY
Los Angeles

MAILING ADDRESS

COUNTRY - Required
United States of America (the)

ADDRESS LINE 1 - Required
123 S Main St
Street Address, Rural Route

ADDRESS LINE 2
Apartment, suite, unit, building, floor, etc.

CITY - Required
Los Angeles

STATE - Required
CA
Two-Character State Code

ZIP / POSTAL CODE - Required
90012-3701

COUNTY
Los Angeles

SAME AS PHYSICAL ADDRESS

- In most cases, an **ADDRESS VERIFICATION** popup will appear, indicating CARES has found a more accurate version of your address. Select **Use My Address** if you would like to use the address you have inputted, or select **Use Suggested Address** if you would like to use the Suggested Address:

Address Verification

We believe we've found a more accurate version of your address.
For the most accurate profile information, please confirm the one that you would like to use.

You Entered	Suggested Address
123 S Main St	123 S Main St
Los Angeles, CA	Los Angeles, CA 90012-3701
United States of America (the)	United States of America (the)

USE MY ADDRESS **USE SUGGESTED ADDRESS**



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

6 Then, enter **Contact Information** for the Company and select **CONTINUE**

CONTACT INFORMATION

EMAIL ADDRESS - Required
SampleCompany@gmail.com

PHONE - Required
+1 800 555 5555
Format: +1 555 555 5555

CANCEL **CONTINUE >**

7 On the Review screen, review your submission. If you notice any information that needs to be edited, use the **BACK** button until you reach the section that needs changing. When you're ready, continue through to the Review page and select the **SUBMIT** button:

ALMOST DONE.
TAKE A MINUTE TO REVIEW YOUR SUBMISSION.

NOTE
A warning message will appear if information matching what is already in CARES is inputted(duplicate). If you choose to proceed, the Profile will be created with a Unique Company ID.

COMPANY DETAILS

COMPANY NAME Sample LLC	COMPANY TYPE LLC
----------------------------	---------------------

ADDRESSES

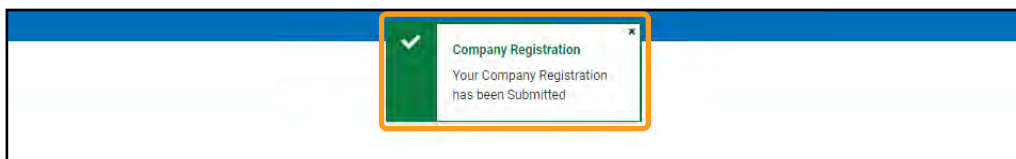
PHYSICAL ADDRESS 123 S Main St Los Angeles, CA 90012-3701 Los Angeles United States of America (the)	MAILING ADDRESS 123 S Main St Los Angeles, CA 90012-3701 Los Angeles United States of America (the)
--	---

CONTACT INFORMATION

EMAIL ADDRESS SampleCompany@gmail.com	PHONE +1 516 555 5555
--	--------------------------

< BACK **SUBMIT >**

8 You will receive an email confirming company creation to the email address provided and a success message appears, indicating your company profile has been submitted:



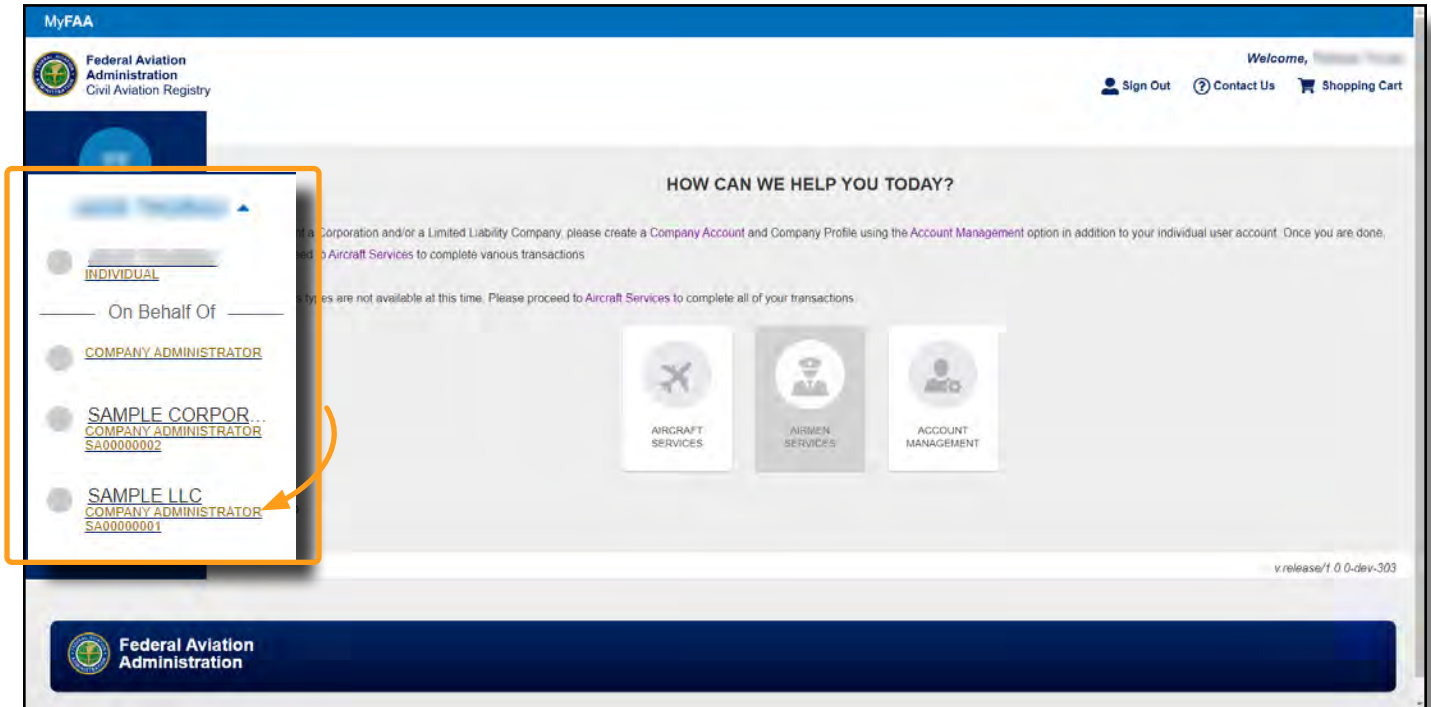
UNCONTROLLED COPY WHEN DOWNLOADED



Create a Company Account - LLC

Access your Company Account

- 1 You will be brought back to the Get Started page where you will see your Individual Account. Select the dropdown to the right of your Individual Account name and select the Company Name you just created:



- 2 On your **Company Dashboard** you will see:

- a Your Company Name and Unique Company ID
- b The **Aircraft Registration** section (this will be blank until you begin that process)
- c Company menu options on the left

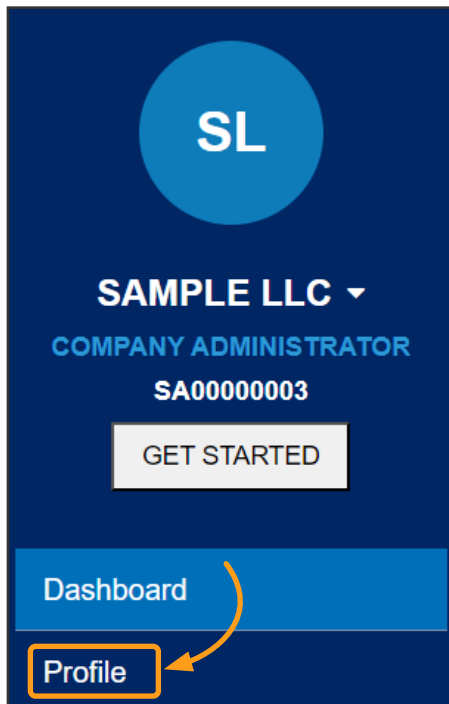


UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

Complete Your Company Profile

- 1 To complete your Company Profile, select **Profile** on the left menu:



- 2 **Company Information** and **Contact & Addresses** will carry over from the company creation, though they may be edited here if needed. Additionally, if applicable, **Trade Names** may be added here. If any changes are made, be sure to select the Save button

A web browser interface showing the 'Profile - Company Information' page. The breadcrumb 'Sample LLC > Profile - Company Information' is at the top. On the left is a sidebar with 'Company Information' (highlighted with an orange border), 'Contact & Addresses', 'Citizenship', 'Company Structure', and 'Documentation'. The main area is titled 'PROFILE Limited Liability Company (LLC)' and has 'CANCEL' and 'SAVE' buttons (the 'SAVE' button is highlighted with an orange border and an orange arrow). Below the title is a note: 'Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.' The 'COMPANY INFORMATION' section contains a 'COMPANY NAME - Required' field with 'Sample LLC' entered. Below that is 'CARES COMPANY ID' with 'SA00000003'. The 'TRADE NAMES' section has a '+ ADD A TRADE NAME (DBA/AKA)' button highlighted with an orange border.

UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

3 To attest to whether or not your company meets United States Citizen eligibility:

- a** Navigate to **Citizenship** on the left hand menu
- b** Choose **Yes** from the dropdown. Choosing **No** will keep your profile as Basic, restricting some Aircraft Services
- c** Select **Save** to save your changes

Sample LLC > Profile - Citizenship

Company Information
Contact & Addresses
Citizenship
Company Structure
Documentation

PROFILE Limited Liability Company (LLC)

CANCEL SAVE

Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.

CITIZENSHIP INFORMATION

Some of the Aircraft Services are unavailable if your company does not meet the requirements for United States Citizen. Please review [Limited Liability Companies Info Sheet \(faa.gov\)](#) for additional information

DOES YOUR LIMITED LIABILITY COMPANY (LLC) MEET THE UNITED STATES CITIZEN ELIGIBILITY?

Select an Option

Yes
No

4 Next, navigate to **Company Structure** to complete the following:

- a** Choose the State in which the LLC is organized
- b** The date it was legally formed or organized
- c** Use the dropdown to select how the LLC is managed, keeping in mind multiple options may be selected

Sample LLC > Profile - Company Structure

Company Information
Contact & Addresses
Citizenship
Company Structure
Documentation

PROFILE Limited Liability Company (LLC)

CANCEL SAVE

Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.

COMPANY STRUCTURE

STATE IN WHICH THE LLC IS LAWFULLY ORGANIZED - Required

New York

LEGALLY FORMED OR ORGANIZED DATE - Required

06/12/2019

HOW IS THE LLC MANAGED - Required

Officer(s), Manager(s)

☐
☒ Manager(s)
☒ Officer(s)
☐ Member(s)
☐ Board of Governor(s)
☐ Managing Member(s)

members. Please review [Limited Liability Companies Info Sheet \(faa.gov\)](#)

s available for this profile.



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

5 To add members to your company:

- a** Select **+ ADD A MEMBER** and member details will appear
- b** Use the dropdown to select the **Member Type** that applies.
- c** Enter the required information, including selecting whether that member can sign documents (Signatory) and what the voting interest percentage is
- d** If you would like to add yourself as a member of the company, select **+ADD ME AS A MEMBER** and your information will populate *(optional)*

MEMBERS

Some Aircraft services might be unavailable for Company Profiles without members. Please review [Limited Liability Companies Info Sheet \(faa.gov\)](#) for additional information.

There are no members available for this profile.

+ ADD A MEMBER ← **a**

ADD A MEMBER **+ ADD ME AS A MEMBER**

MEMBER TYPE - Required

Select a Type

x REMOVE

b

Co-Ownership

Corporation

Individual

LLC

Partnership

c **ADD A MEMBER** **d** **+ ADD ME AS A MEMBER**

MEMBER TYPE - Required

LLC

COMPANY NAME - Required

Sample LLC

EMAIL ADDRESS OF REPRESENTATIVE - Required

SampleCompany@gmail.com

CARES COMPANY ID ?

SA00000003

PERCENTAGE OF VOTING INTEREST - Required

100 %

THIS MEMBER IS A SIGNATORY ?

Yes

TITLE - Required

Select a Title

x REMOVE



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

6 Lastly, you will need to upload at least one (1) document in order to consider your LLC Company Profile complete:

- a** Navigate to **Documentation** on the left hand menu
- b** Under the **Upload Documents** section, use the **Document Type** dropdown to select which document you will be uploading
- c** Select the **+Upload File** button, locate, and select the corresponding file from your computer
- d** Should you wish to upload more documentation, select the **+Add Additional Document** button to receive another document type dropdown and repeat steps **6a - c** until you have uploaded all desired documentation
- e** Select **Save** to save all your changes

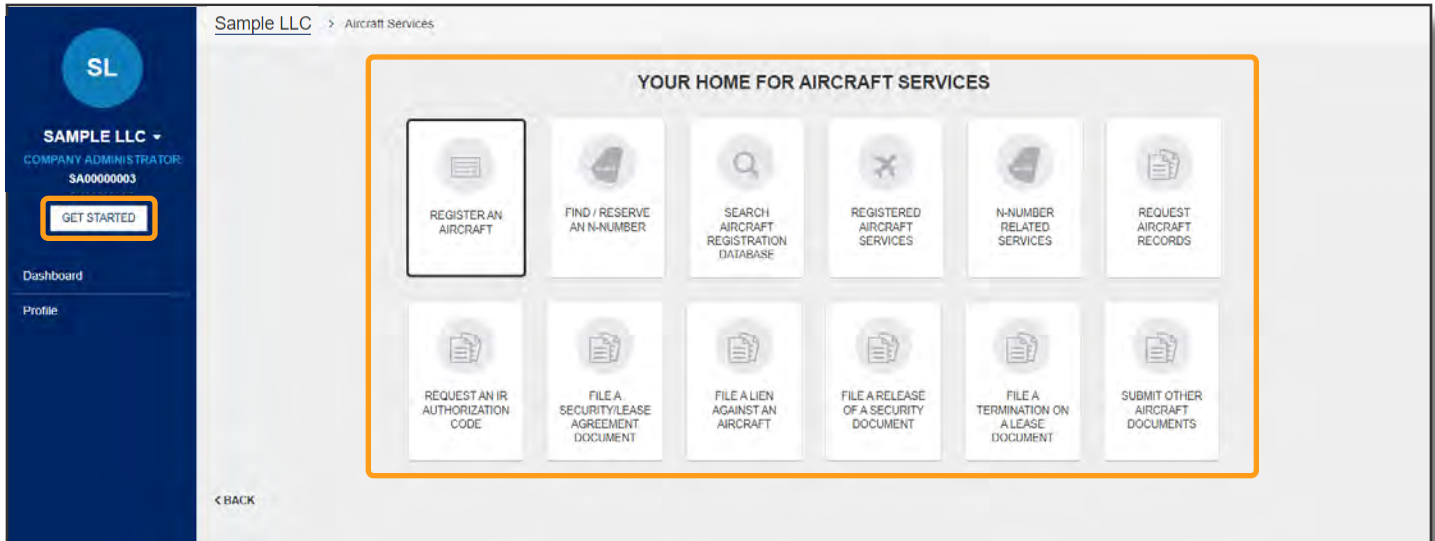
The screenshot shows the 'PROFILE' page for a 'Limited Liability Company (LLC)'. On the left is a navigation menu with options: 'Company Information', 'Contact & Addresses', 'Citizenship', 'Company Structure', and 'Documentation'. An orange arrow labeled 'a' points to the 'Documentation' menu item. The main content area has a header 'PROFILE Limited Liability Company (LLC)' with 'CANCEL' and 'SAVE' buttons. An orange circle labeled 'e' is around the 'SAVE' button. Below the header is a message: 'Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.' The 'DOCUMENTS' section states: 'To ensure the LLC profile is complete, please upload at least one of the required documents. The documents in this section will be added to your Aircraft Service requests and submissions.' Below this is a box saying 'No Documents Uploaded'. The 'UPLOAD DOCUMENTS' section includes a link to the 'Limited Liability Companies Info Sheet (faa.gov)'. The 'OPTIONAL DOCUMENTATION' section lists: 'Articles of Organization/Incorporation/Association', 'LLC Operating Agreement', and 'LLC Written Representation Statement'. At the bottom, there is a 'DOCUMENT TYPE' dropdown menu with 'Select a Document Type' and a dropdown arrow. An orange arrow labeled 'b' points to this dropdown. To the right of the dropdown is a 'DOCUMENT UPLOAD' section with a '+ UPLOAD FILE' button and a 'REMOVE' button. An orange arrow labeled 'c' points to the '+ UPLOAD FILE' button. Below these is a blue button labeled '+ ADD ADDITIONAL DOCUMENT' with an orange arrow labeled 'd' pointing to it. The 'SAVE' button in the top right is highlighted with an orange box and labeled 'e'.



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

- 8 Now that your Company Profile is completed, you will have full access to all Aircraft Services:



NOTE

All Company members you added when creating the LLC profile will receive an email with a link to create an Individual CARES Registered Public User account. after creating an individual account they may navigate to the company account to conduct business in CARES



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

<Back to Contents

Register Company Aircraft



UNCONTROLLED COPY WHEN DOWNLOADED

[<Back to Contents](#)

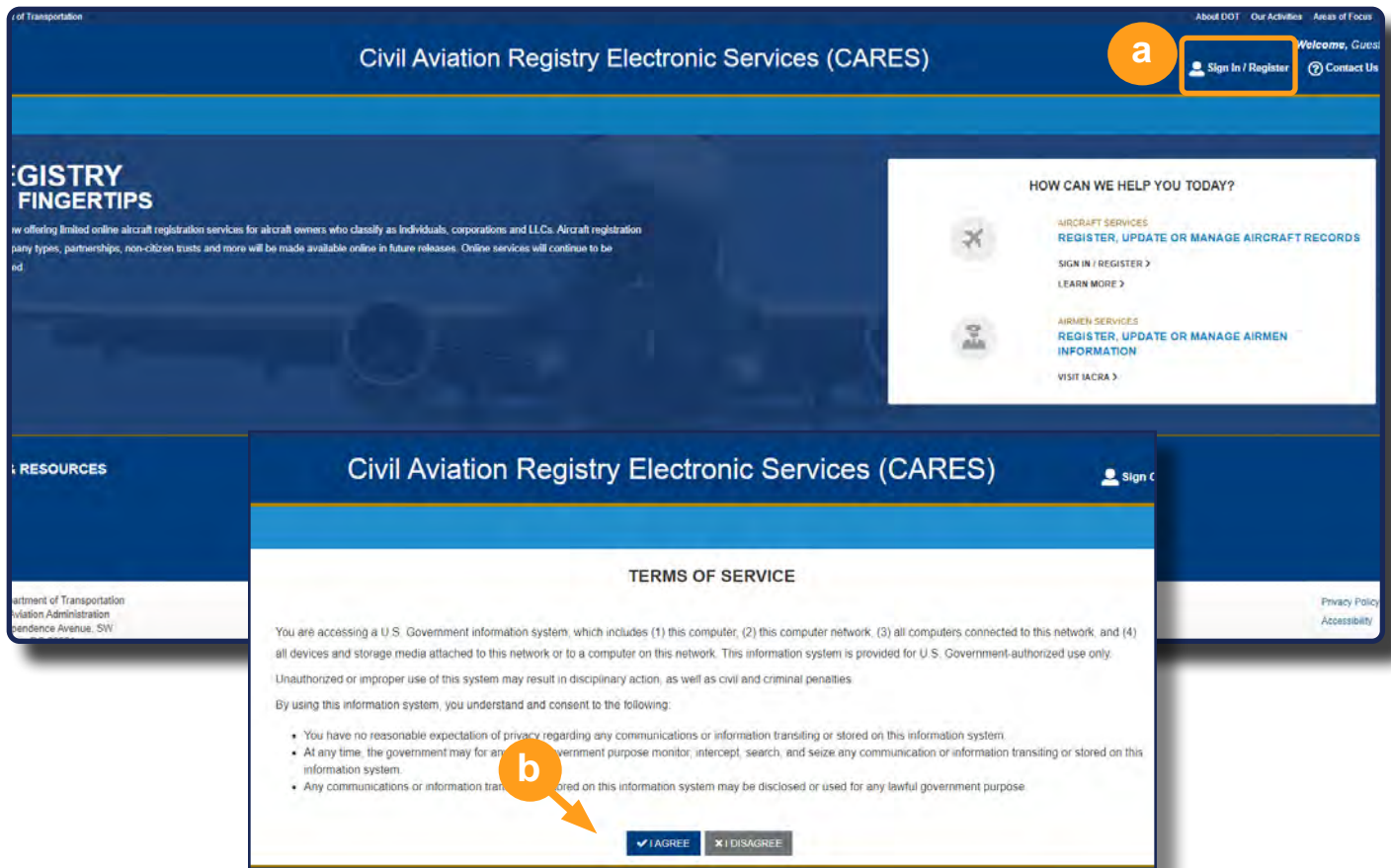
Sign In to CARES

Before you get started:

- You must have a CARES Individual account and created a complete company profile to proceed with the steps in this guide. *For help creating these accounts, refer to the [Sign Up for CARES Account](#) and [Create a Company Profile User Guides](#).*

To Sign In, navigate to the CARES home page at CARES.FAA.GOV

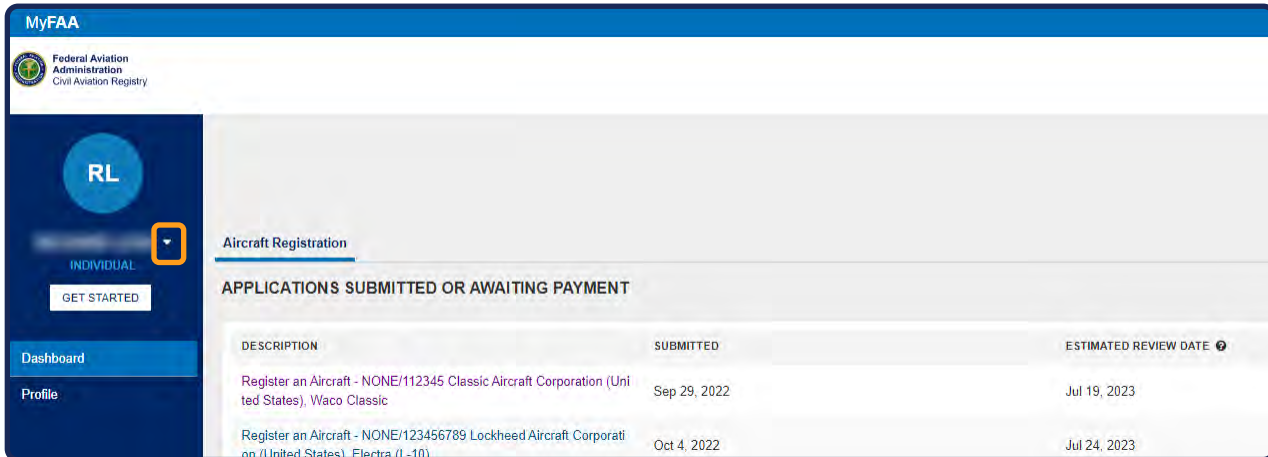
- a** Sign in with your Registered Public User Account
- b** When the Terms of Service appear, select the **I AGREE** button:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

- 1 On your User Dashboard, select the down-arrow after your Individual profile name:



MyFAA

Federal Aviation Administration
Civil Aviation Registry

RL

INDIVIDUAL

GET STARTED

Dashboard

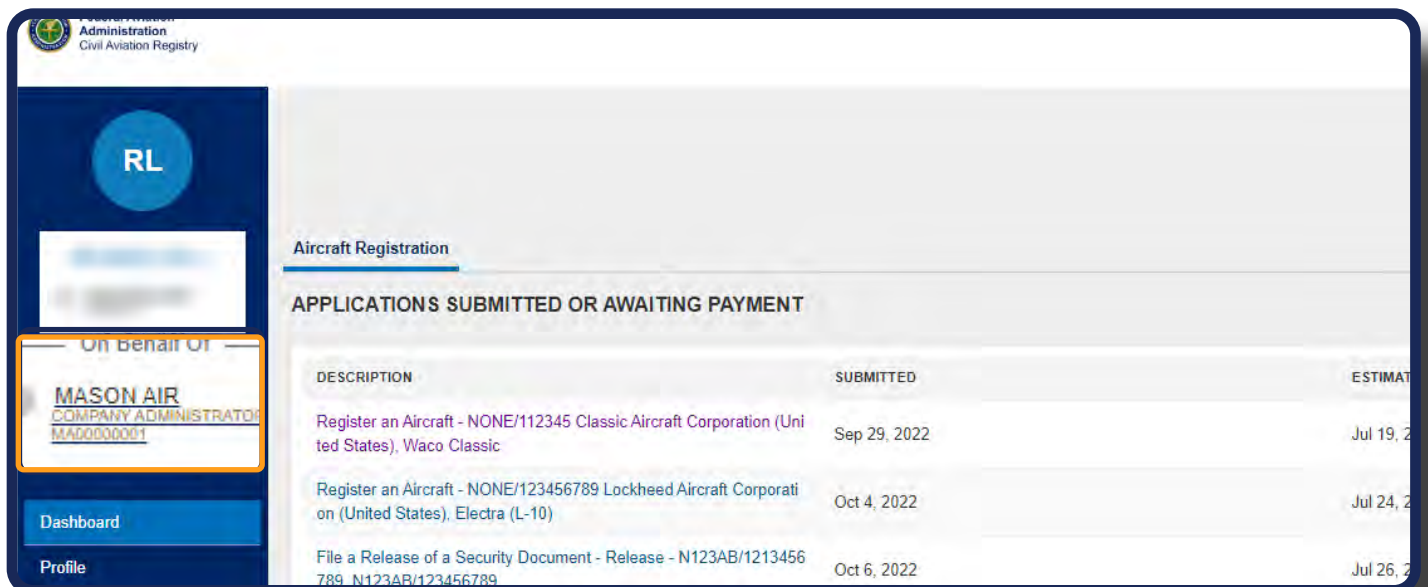
Profile

Aircraft Registration

APPLICATIONS SUBMITTED OR AWAITING PAYMENT

DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE
Register an Aircraft - NONE/112345 Classic Aircraft Corporation (United States), Waco Classic	Sep 29, 2022	Jul 19, 2023
Register an Aircraft - NONE/123456789 Lockheed Aircraft Corporation (United States), Electra (L-10)	Oct 4, 2022	Jul 24, 2023

- 2 A drop-down appears. Select the **Company Name** of the profile you created:



Federal Aviation Administration
Civil Aviation Registry

RL

On Behalf Of

MASON AIR
COMPANY ADMINISTRATOR
MAG0000001

Dashboard

Profile

Aircraft Registration

APPLICATIONS SUBMITTED OR AWAITING PAYMENT

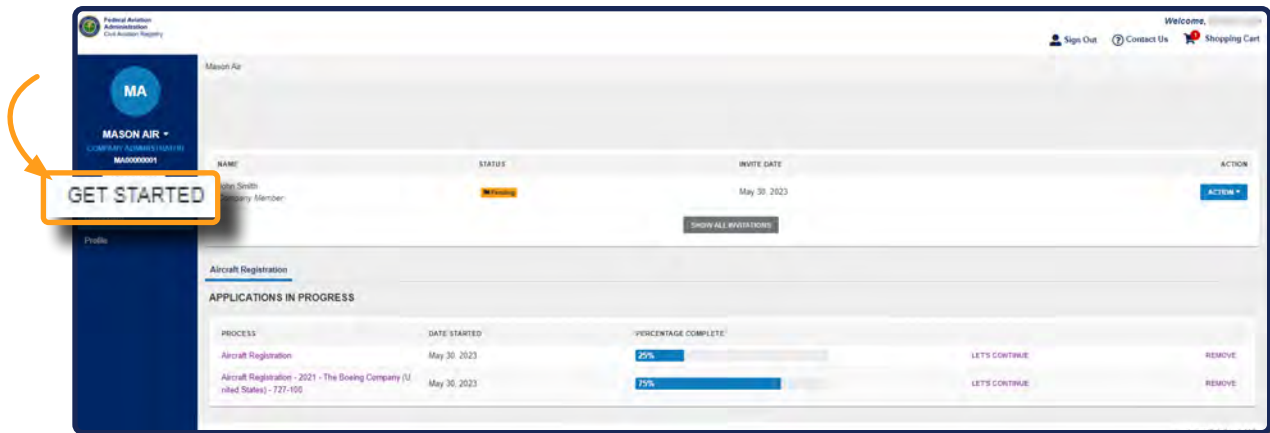
DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE
Register an Aircraft - NONE/112345 Classic Aircraft Corporation (United States), Waco Classic	Sep 29, 2022	Jul 19, 2023
Register an Aircraft - NONE/123456789 Lockheed Aircraft Corporation (United States), Electra (L-10)	Oct 4, 2022	Jul 24, 2023
File a Release of a Security Document - Release - N123AB/1213456789, N123AB/123456789	Oct 6, 2022	Jul 26, 2023



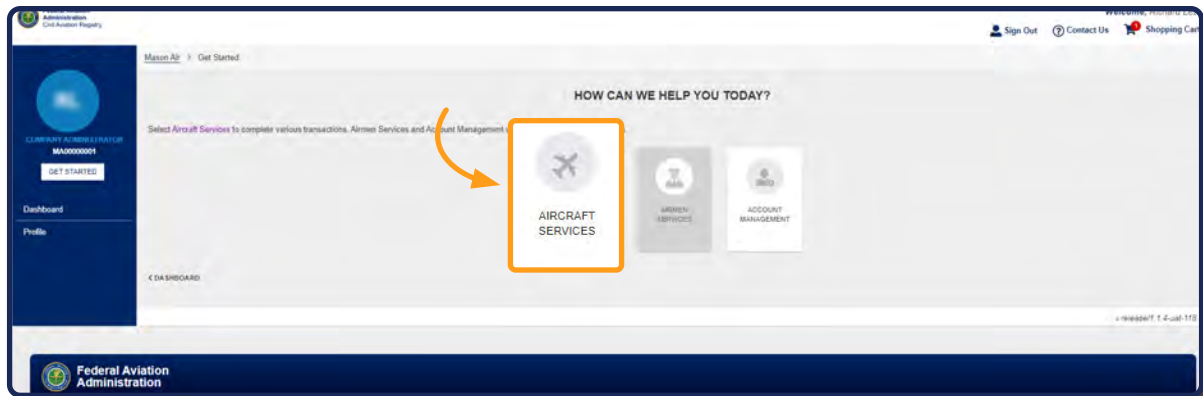
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

3 On the company Dashboard, select the **GET STARTED** button:

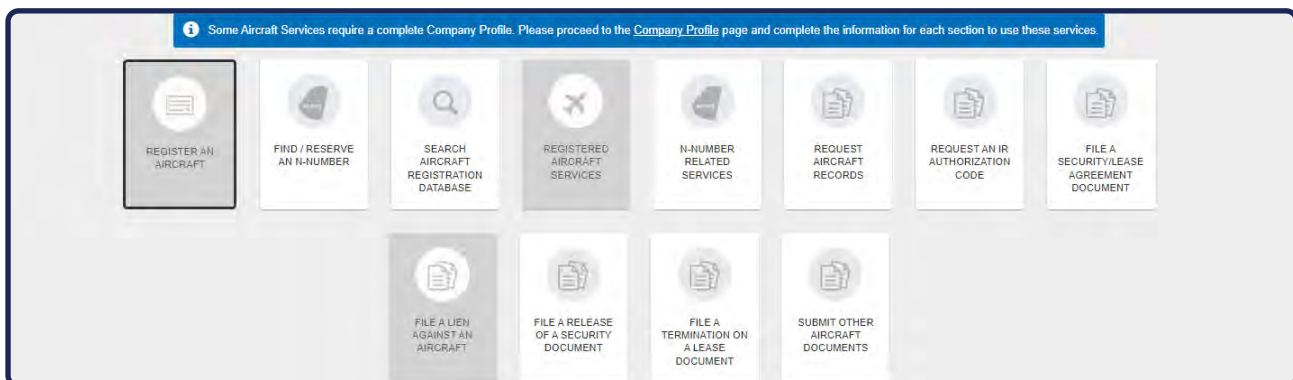


4 The registry option buttons appear. Select the **AIRCRAFT SERVICES** button:



NOTE

If the company profile is not complete, (Citizenship and Company Structure), some of the Aircraft Services buttons may be grayed out.

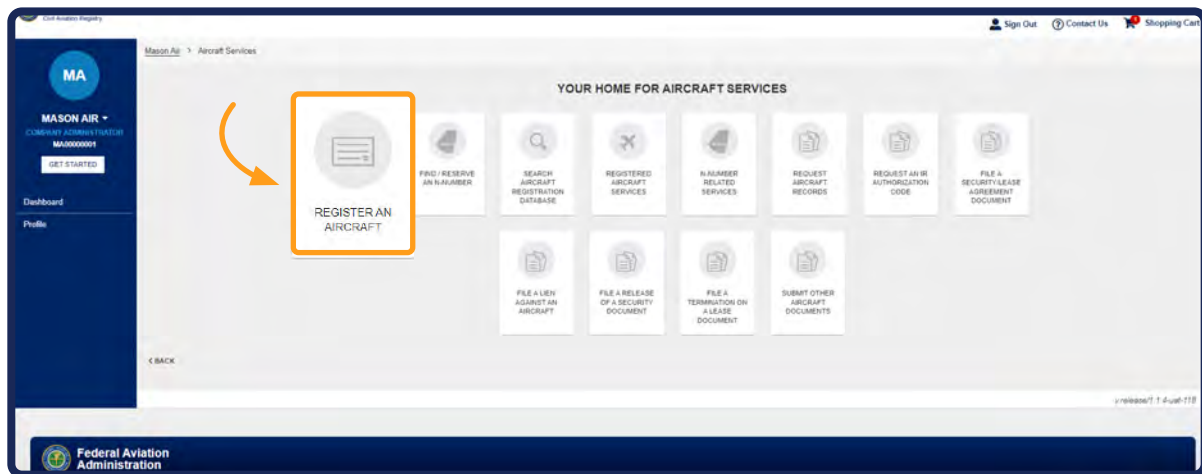


UNCONTROLLED COPY WHEN DOWNLOADED



Aircraft Registration - Company

- 5 If a complete profile has been created, the Aircraft Services screen appears. The screen displays all available services. Select the **REGISTER AN AIRCRAFT** button:



- 6 The **Applicant Information** screen appears. Ensure the company name is selected and the information is correct. If not correct, go to Profile and make changes. Select the **CONTINUE** button:

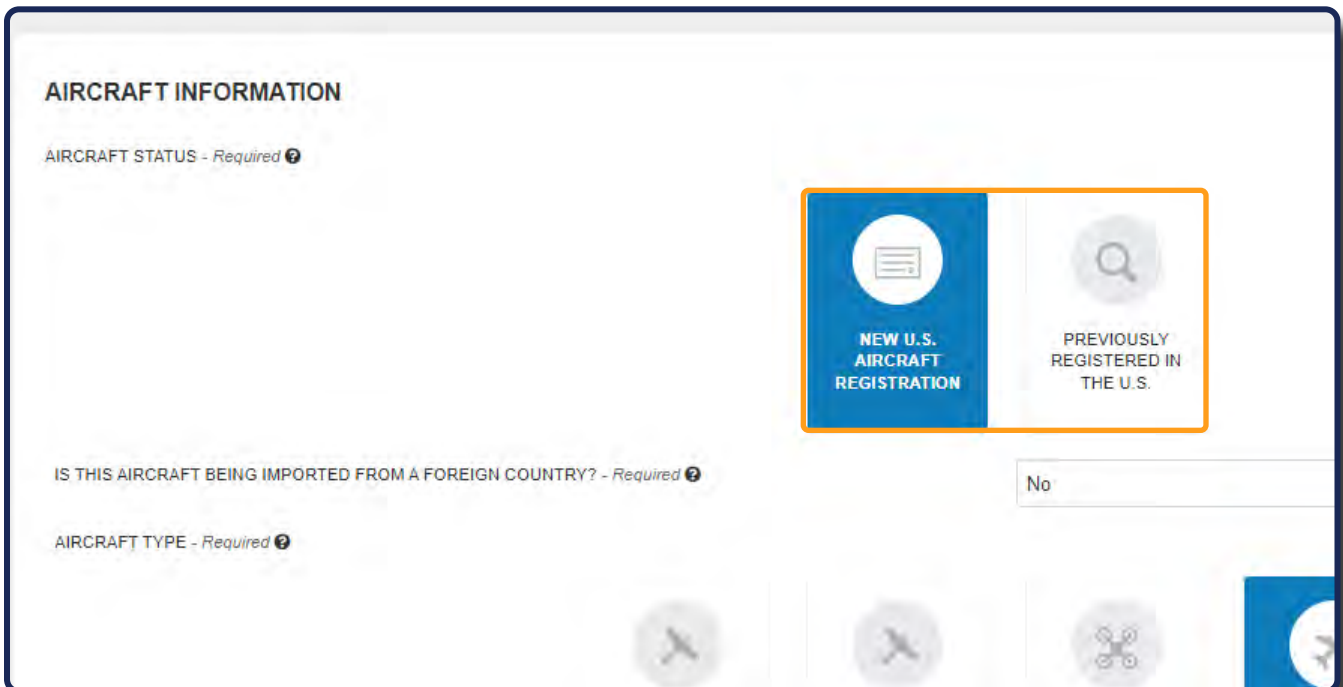
A screenshot of the 'Applicant Information' screen. The page has a dark blue header with 'MA' and 'MASON AIR - CURRENT ADMINISTRATOR MA00000001' on the left. The main content area is titled 'LET'S START BY DETERMINING WHO IS REGISTERING THIS AIRCRAFT'. It contains two sections: 'APPLICANT OPTIONS' and 'APPLICANT DETAILS'. The 'APPLICANT OPTIONS' section has a dropdown menu with 'Mason Air - Corporation' selected, which is highlighted with an orange box. The 'APPLICANT DETAILS' section contains the following information: 'MASON AIR - CORPORATION', 'MAILING ADDRESS: 896 Mason Dr, Theville, FL 32780-9122', 'EMAIL ADDRESS: richieash1058@currentify.com', 'PHYSICAL ADDRESS: 896 Mason Dr, Theville, FL 32780-9122', and 'PHONE: +1 407 555 5555'. An orange arrow points from the 'CONTINUE' button, which is located at the bottom right of the form, towards the left. The footer features the Federal Aviation Administration logo and the text 'Federal Aviation Administration'.

UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

The Aircraft Information screen appears. The two Aircraft Status options offered are as follows:

- **New U.S. Aircraft Registration** – Choose this option if the aircraft was never registered before in the U.S. If you select this option, you will be prompted to enter aircraft information, such as import status, aircraft type, and specific aircraft information, such as manufacturer, engines, serial numbers, etc. These steps are documented below.
- **Previously Registered in the U.S.** – Choose this option if this is an aircraft that has been previously registered in the U.S. Once you enter the N-Number of the aircraft, CARES provides the information from the previous registration. These steps are documented in the [Previously Registered in the U.S.](#) section.



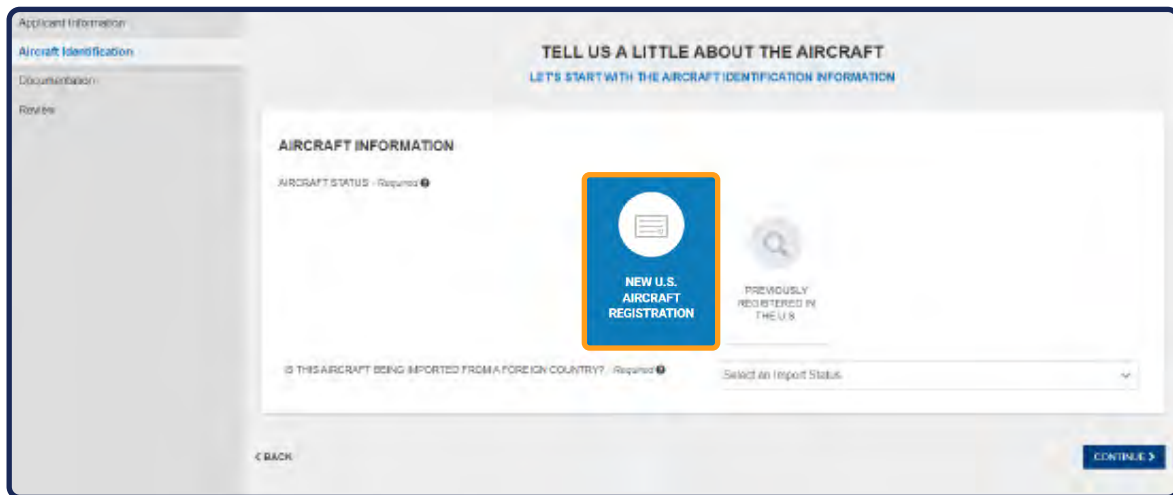
The screenshot shows the 'AIRCRAFT INFORMATION' screen. At the top, it says 'AIRCRAFT STATUS - Required ?'. Below this, there are two buttons: 'NEW U.S. AIRCRAFT REGISTRATION' (blue) and 'PREVIOUSLY REGISTERED IN THE U.S.' (grey). These two buttons are highlighted with an orange rectangular box. Below the buttons, there is a question: 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ?' with a dropdown menu showing 'No'. At the bottom, there is a section for 'AIRCRAFT TYPE - Required ?' with three icons representing different aircraft types: a propeller plane, a jet plane, and a drone.



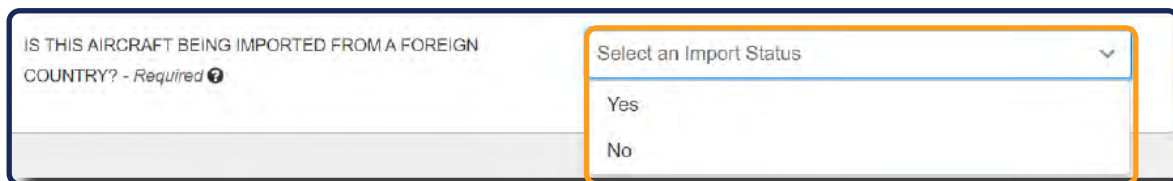
UNCONTROLLED COPY WHEN DOWNLOADED

New U.S. Aircraft Registration

- 7 The **Aircraft Identification** screen appears. Select **NEW U.S. AIRCRAFT REGISTRATION**:

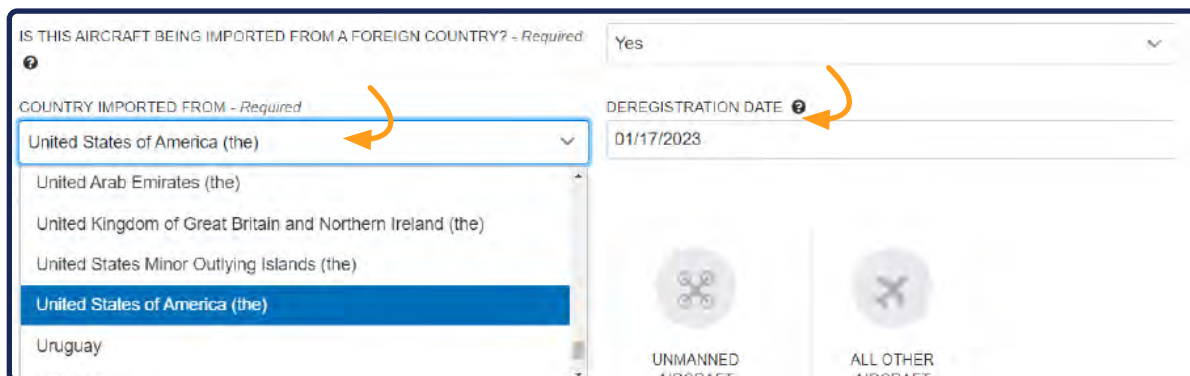


- 8 The **Select an Import Status** drop-down menu appears. Select **Yes** or **No**:



NOTE

If you select Yes for Import Status, a drop down menu appears with choices for **COUNTRY IMPORTED FROM**. Select the country from the menu, then type a **DEREGISTRATION DATE**, if applicable:



UNCONTROLLED COPY WHEN DOWNLOADED



Aircraft Registration - Company

Within CARES, a company can request registration for the following aircraft:

- [Amateur Built](#)
- [Light-Sport](#)
- [Unmanned Aircraft System \(UAS\)](#)
- [All Other Aircraft](#)

Select the aircraft type hyperlink above for the aircraft you want to register. The hyperlink brings you to the aircraft type section. This section includes the step-by-step instruction for the corresponding aircraft type.

TELL US A LITTLE ABOUT THE AIRCRAFT

LET'S START WITH THE AIRCRAFT IDENTIFICATION INFORMATION

AIRCRAFT INFORMATION

AIRCRAFT STATUS - Required ⓘ

NEW U.S. AIRCRAFT REGISTRATION

PREVIOUSLY REGISTERED IN THE U.S.

IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ⓘ

No

AIRCRAFT TYPE - Required ⓘ

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

< BACK

CONTINUE >



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

Amateur Built

Title 14, Code of Federal Regulations (14 CFR), part 21, section 21.191(g), defines an amateur built aircraft as an aircraft *"the major portion of which has been fabricated and assembled by person(s) who undertook the construction project solely for their own education or recreation"*:

- 1 Select **AMATEUR BUILT**. The **AMATEUR BUILT AIRCRAFT DETAILS** section appears:

BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ⓘ

No

Required ⓘ

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

- 2 Enter the correct information in the fields shown below:

AMATEUR BUILT AIRCRAFT DETAILS

NAME OF AMATEUR / NON-TCD BUILDER - Required
Amateur Services

MODEL - Required
Model A

SERIAL NUMBER - Required
12345678

AIRCRAFT CLASS - Required
Glider

Airplane, Rotocraft, Glider, Weight Shift Control, Powered Parachute, etc.

ENGINE INFORMATION

TYPE OF ENGINE INSTALLED
Electric

ENGINE MANUFACTURER
ROLLS-ROYCE

ENGINE MODEL
225-C10

ENGINE SERIAL NUMBER
1213569

AIRCRAFT BUILD INFORMATION

BUILT FOR LAND OR SEA OPERATION
Land

NUMBER OF SEATS
1

DECLARATIONS - Required

☒ MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM MISCELLANEOUS PARTS AND I AM THE OWNER. (THIS OPTION IS FOR THE AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)

- 3 Select the proper declaration concerning how the amateur aircraft was built:

DECLARATIONS - Required

☐ MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM MISCELLANEOUS PARTS AND I AM THE OWNER. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)

☐ MORE THAN 50% OF THE ABOVE-DESCRIBED AIRCRAFT WAS BUILT FROM A KIT (PREFABRICATED PARTS) AND I AM THE OWNER. I HAVE THE BILL OF SALE FROM THE KIT MANUFACTURER. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR AMATEUR-BUILT CERTIFICATION.)

☐ I CERTIFY THAT THE ABOVE-DESCRIBED AIRCRAFT IS A NEWLY BUILT NON-TYPE CERTIFICATED AIRCRAFT AND IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR EXPERIMENTAL CERTIFICATION OTHER THAN AMATEUR-BUILT.)

☒ I CERTIFY THAT THE ABOVE-DESCRIBED AIRCRAFT IS A PREVIOUSLY BUILT (USED) NON-TYPE CERTIFICATED AIRCRAFT AND IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY. (THIS OPTION IS FOR AIRCRAFT ELIGIBLE FOR EXPERIMENTAL CERTIFICATION OTHER THAN AMATEUR-BUILT CERTIFICATION.)

A. ☒ I HAVE EVIDENCE OF OWNERSHIP FROM THE AIRCRAFT BUILDER THROUGH ANY INTERVENING OWNERS (CHAIN OF OWNERSHIP).

i In the Documentation section, you'll be asked to upload an AC Form 8050-2 Aircraft Bill of Sale and an AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Amateur Built

Select an N-Number

4 Next, select an option for your N-Number. A description of each option appears when selected:

- a Select the **USE ONE OF MY RESERVED N-NUMBERS** button. If you have received confirmation from FAA that you have a reserved N-Number, type the number in the **RESERVED N-NUMBER** field:

The screenshot shows the 'N-NUMBER OPTIONS - Required' section. Three buttons are visible: 'USE ONE OF MY RESERVED N-NUMBERS' (highlighted with a blue border and an orange circle 'a'), 'SEARCH FOR AN AVAILABLE N-NUMBER', and 'ASSIGN THE NEXT AVAILABLE N-NUMBER'. Below the buttons is a text input field labeled 'RESERVED N-NUMBER - Required' with a placeholder 'N-'. An orange arrow points from the selected button to this field. To the right, a text box titled 'DO YOU HAVE A RESERVED N-NUMBER?' provides information about reserved N-numbers.

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

The screenshot shows the same three buttons. The 'SEARCH FOR AN AVAILABLE N-NUMBER' button is now highlighted with a blue border and an orange circle 'b'. Below the buttons, a text box titled 'DON'T HAVE AN N-NUMBER RESERVED YET?' provides information about the search process.

DON'T HAVE AN N-NUMBER RESERVED YET?

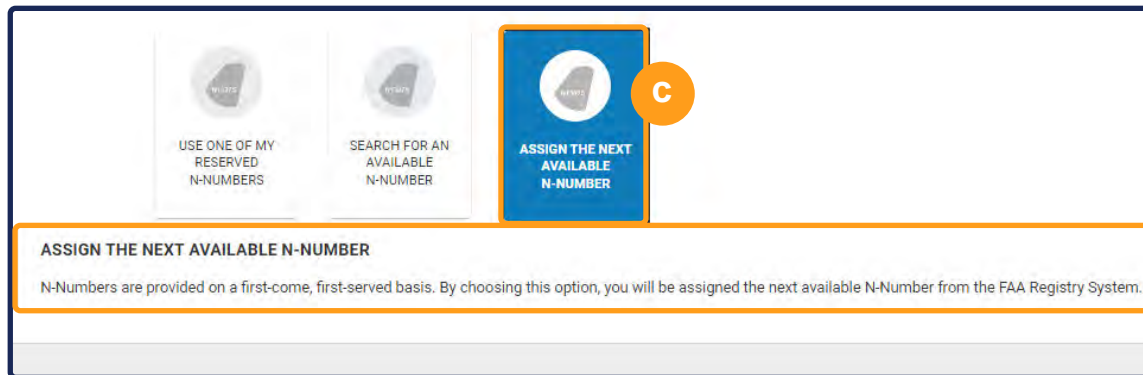
N-Numbers are assigned on a first come, first-serve basis. An N-Number reservation does not guarantee it will be available for assignment until it is approved by an FAA Legal Examiner. If approved, you will receive a written confirmation of your N-Number assignment. At that time the N-number may be assigned to an aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Amateur Built

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

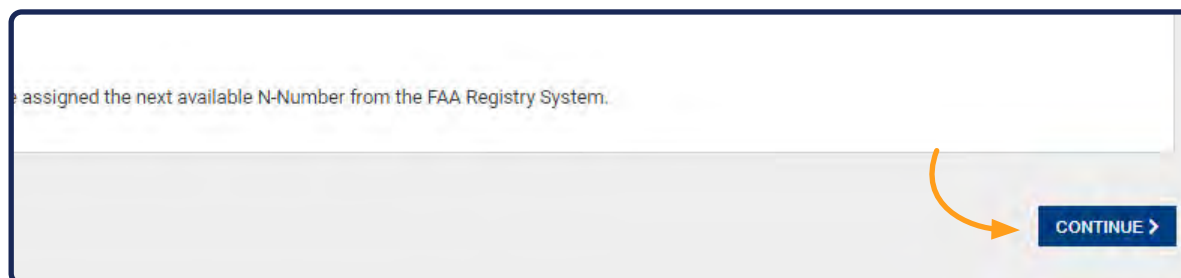
SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

When complete, select the **CONTINUE** button:



You have been assigned the next available N-Number from the FAA Registry System.

CONTINUE >

Go to the [Documents](#) section to continue with the registration of your aircraft:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Amateur Built

Light Sport

The FAA defines a light sport aircraft as an aircraft, other than a helicopter or powered lift, that since its original certification, has continued to meet certain characteristics. For a list of these characteristics, select the [FAA Light Sport](#) hyperlink.

- 1 The **AIRCRAFT TYPE** options appear. Select **LIGHT-SPORT**:

BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ? No

- Required ?

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

- 2 In the **LIGHT-SPORT AIRCRAFT DETAILS** section, enter the following information:

- a In the **MANUFACTURER** field, type the aircraft manufacturer to search. Select the correct manufacturer from the search results
- b Select the **MODEL** from the drop-down menu
- c Type the aircraft serial number into the **SERIAL NUMBER** field
- d Select the **AIRCRAFT CLASS** from the drop-down menu:

LIGHT-SPORT AIRCRAFT DETAILS

If we may be of further assistance, please contact the Aircraft Registration Branch at (405) 954-3116 or toll free 1-866-762-9434.

MANUFACTURER - Required

Search Manufacturers ← a

MODEL - Required

Select a Model ← b

SERIAL NUMBER - Required

← c

AIRCRAFT CLASS - Required

Select an Aircraft Class ← d

Airplane, Rotorcraft, Glider, Weight Shift Control, Powered-Parachute, etc.



UNCONTROLLED COPY WHEN DOWNLOADED

3 Under **ENGINE INFORMATION**, enter the following information:

- a** Select the **TYPE OF ENGINE INSTALLED** drop-down menu, then select the type of engine in your aircraft
- b** Select the **ENGINE MANUFACTURER** from the drop-down menu
- c** Select the **ENGINE MODEL** from the drop-down menu
- d** Type the aircraft **ENGINE SERIAL NUMBER** in the text box provided:

ENGINE INFORMATION

TYPE OF ENGINE INSTALLED - Required

Select an Engine Type

Reciprocating, Turbo-Prop, 2 or 4 Cycle, Electric, etc.

ENGINE MANUFACTURER

Select an Engine Manufacturer

ENGINE MODEL

Select an Engine Model

ENGINE SERIAL NUMBER

4 Under **AIRCRAFT BUILD INFORMATION**, enter the following information and then select a **DECLARATION** and enter the **DEALER CERTIFICATE NUMBER** in the text box that appears:

- a** Choose if the aircraft was **BUILT FOR LAND OR SEA OPERATIONS**
- b** Enter the **NUMBER OF SEATS** (1 or 2)
- c** Select one (1) of the **DECLARATIONS**
- d** Enter the **DEALER CERTIFICATE NUMBER**:

AIRCRAFT BUILD INFORMATION

BUILT FOR LAND OR SEA OPERATION - Required

Select Build Operation

NUMBER OF SEATS - Required

DECLARATIONS - Required

☐ I CERTIFY THAT THE AIRCRAFT DESCRIBED ABOVE IS A NEWLY MANUFACTURED AIRCRAFT; THAT IT WILL MEET ALL APPLICABLE CONSENSUS STANDARDS UNDER 14 CFR 21.190; AND THE AIRCRAFT IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY.

☐ I CERTIFY THAT THE AIRCRAFT DESCRIBED ABOVE IS A NEWLY MANUFACTURED UNASSEMBLED AIRCRAFT THAT MEETS ALL APPLICABLE CONSENSUS STANDARDS UNDER 14 CFR 21.191(I)(2); AND THE AIRCRAFT IS NOT CURRENTLY REGISTERED IN ANOTHER COUNTRY.

DEALER CERTIFICATE NUMBER



UNCONTROLLED COPY WHEN DOWNLOADED

5 Under **MANUFACTURER INFORMATION**, enter the following information:

- a** Type the title of the signer into the TITLE OF SIGNER textbox
- b** Type the manufacturer phone number in the PHONE field (use the required format (+1 555 555 5555))

MANUFACTURER INFORMATION

TITLE OF SIGNER

PHONE - Required

Format: +1 555 555 5555

a

b

6 Under **MANUFACTURER ADDRESS**, type the manufacturer's address:

MANUFACTURER ADDRESS

COUNTRY - Required

United States of America (the)

ADDRESS LINE 1 - Required

Street Address, Rural Route

ADDRESS LINE 2

Apartment, suite, unit, building, floor, etc.

CITY - Required

STATE - Required

ZIP / POSTAL CODE - Required

Two-Character State Code

COUNTY



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Light Sport

Select an N-Number

7 Next, select an option for your N-Number. A description of each option appears when selected:

- a** Select the **USE ONE OF MY RESERVED N-NUMBERS** button. If you have received confirmation from FAA that you have a reserved N-Number, type the number in the **RESERVED N-NUMBER** field:

N-NUMBER OPTIONS - Required

a **USE ONE OF MY RESERVED N-NUMBERS**

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b** Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

b **SEARCH FOR AN AVAILABLE N-NUMBER**

USE ONE OF MY RESERVED N-NUMBERS

ASSIGN THE NEXT AVAILABLE N-NUMBER

DON'T HAVE AN N-NUMBER RESERVED YET?

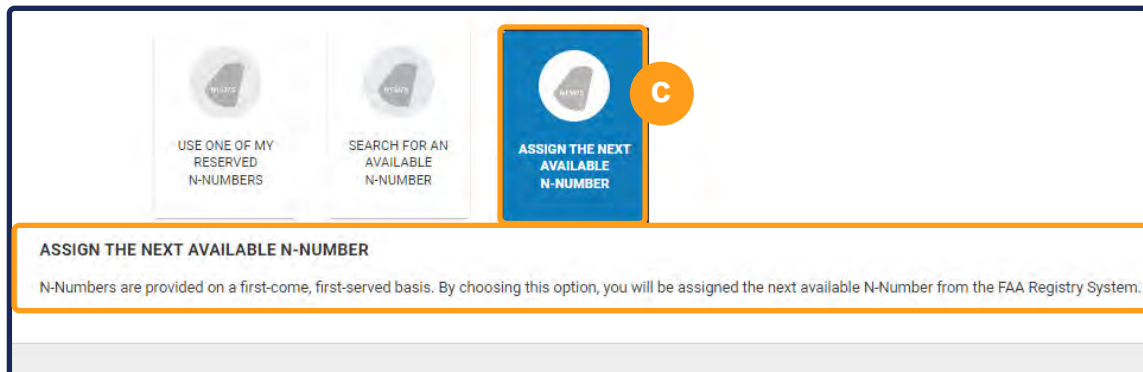
N-Numbers are assigned on a first come, first-serve basis. An N-Number reservation does not guarantee it will be available for assignment until it is approved by an FAA Legal Examiner. If approved, you will receive a written confirmation of your N-Number assignment. At that time the N-number may be assigned to an aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Light Sport

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

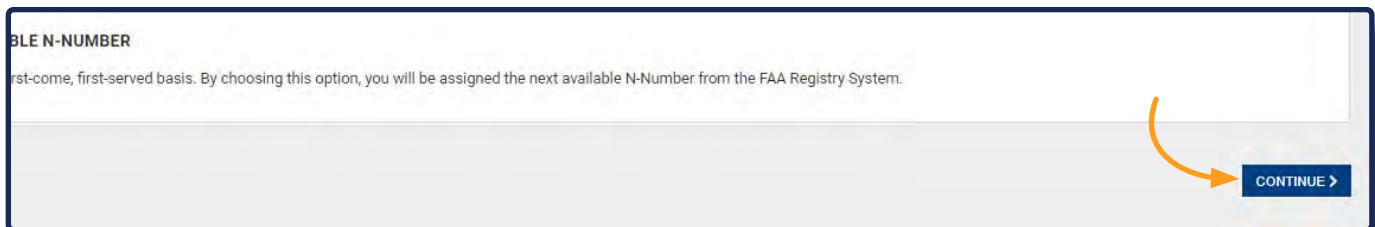
SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

When complete, select the **CONTINUE** button:



ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

CONTINUE >

Go to the [Documents](#) section to continue with the registration of your aircraft:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - Light Sport

Unmanned Aircraft System (UAS)

The FAA defines an unmanned aircraft system as an unmanned aircraft and the equipment necessary for the safe and efficient operation of that aircraft. An unmanned aircraft is a component of a UAS. It is defined by statute as an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft (Public Law 112-95, Section 331(8)).

- 1 The **AIRCRAFT TYPE** options appear. Select the type of aircraft you're registering (in this example, **UNMANNED AIRCRAFT SYSTEMS (UAS)** is selected):

FAA INFORMATION

STATUS - Required ?

NEW U.S. AIRCRAFT REGISTRATION

PREVIOUSLY REGISTERED IN THE U.S.

AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required ?

No

AIRCRAFT TYPE - Required ?

AMATEUR BUILT

LIGHT-SPORT

UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES

ALL OTHER AIRCRAFT

- 2 Answer the following four questions (all are required): If any are **YES**, you will be required to register the aircraft via CARES. If all four are **NO**, you have a choice to continue with the registration via CARES or register your aircraft via the **FAA DRONEZONE** website:

Please provide an answer to all the questions.

YES	NO	QUESTION
<input type="radio"/>	<input checked="" type="radio"/>	DOES YOUR UAS WEIGH 55 POUNDS OR MORE?
<input type="radio"/>	<input checked="" type="radio"/>	ARE YOU REGISTERING THE UAS (REGARDLESS IF IT WEIGHS 55LBS OR MORE) WITH A TRUST OR VOTING TRUST?
<input type="radio"/>	<input checked="" type="radio"/>	DO YOU PLAN TO OPERATE THE UAS INTERNATIONALLY?
<input checked="" type="radio"/>	<input type="radio"/>	DO YOU WANT TO RECORD A LOAN, LEASE, OR OWNERSHIP DOCUMENTS FOR YOUR UAS?

You have opted to register your UAS under 14 CFR Part 47 regulation. You will need to submit a notarized Affidavit of Ownership for the Unmanned Aircraft (UAS) with your application.

Confirmation

Since you answered NO to all of the questions, we highly recommend that you register your UAS under 14 CFR Part 48 regulations by clicking Go to DroneZone.

If you want to register your UAS under 14 CFR Part 47, then select Continue.

[GO TO DRONEZONE](#) [CONTINUE](#)



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - UAS

3 Select or enter the required fields under **AIRCRAFT DETAILS**:

You have opted to register your UAS under 14 CFR Part 47 regulation. You will need to submit a notarized Affidavit of Ownership for the Unmanned Aircraft (UAS) with your application.

AIRCRAFT DETAILS

AIRCRAFT CLASS - *Required*
Select an Aircraft Class
Airplane, Rotorcraft, Glider, Weight Shift Control, Powered-Parachute, etc.

MANUFACTURER / BUILDER - *Required*

MODEL - *Required*

REMOTE ID STATUS - *Required*
Select a Remote ID Status

TYPE OF ENGINE INSTALLED - *Required*
Select an Engine Type

NUMBER OF ENGINES - *Required*

MAX TAKEOFF WEIGHT (LBS) - *Required*

DECLARATIONS - *Required*

The Undersigned Owner Certifies:
Select and complete one of these statements:

4 Select and complete the appropriate declaration statement. After selecting the appropriate declaration, a blue information box appears detailing the document(s) required in the **Documents** section:

DECLARATIONS - *Required*

The Undersigned Owner Certifies:
Select and complete one of these statements:

☒ I PURCHASED THE UA DESCRIBED ABOVE AS A NEW OFF-THE-SHELF ITEM FROM THE MANUFACTURER OR RETAIL VENDOR

MANUFACTURER OR RETAIL VENDOR - *Required*

DATE OF PURCHASE - *Required*
mm/dd/yyyy

A manufacturer's bill of sale was not available at the time of purchase, and

A ☒ I HAVE A RECEIPT, INVOICE, OR OTHER EVIDENCE TO CONFIRM THE PURCHASE
B ☐ I DO NOT HAVE A RECEIPT, INVOICE, OR OTHER EVIDENCE TO CONFIRM THE PURCHASE

i In the Documentation section, you'll be asked to upload an Affidavit - Unmanned Aircraft System and an Invoice/Receipt for UA only

☐ THE UA DESCRIBED ABOVE WAS BUILT FROM A PREFABRICATED KIT I HAVE THE KIT BILL OF SALE FROM THE MANUFACTURER, TO THE UNDERSIGNED, OR OTHER EVIDENCE AS PROOF THE TRANSACTION TOOK PLACE

☐ THE UA DESCRIBED ABOVE WAS BUILT USING MISCELLANEOUS PARTS

☐ I PURCHASED THE USED UA DESCRIBED ABOVE AND HAVE THE BILL OF SALE SIGNED BY THE SELLER

☐ I PURCHASED THE USED UA DESCRIBED ABOVE AND THE BILL OF SALE SIGNED BY THE SELLER IS NOT AVAILABLE

NUMBER, OPTIONS - *Required*



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - UAS

Select an N-Number

5 Next, select an option for your N-Number. A description of each option appears when selected:

- a** Select the **USE ONE OF MY RESERVED N-NUMBERS** button. If you have received confirmation from FAA that you have a reserved N-Number, type the number in the **RESERVED N-NUMBER** field:

N-NUMBER OPTIONS - Required

a **USE ONE OF MY RESERVED N-NUMBERS**

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

- b** Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

b **SEARCH FOR AN AVAILABLE N-NUMBER**

USE ONE OF MY RESERVED N-NUMBERS

ASSIGN THE NEXT AVAILABLE N-NUMBER

DON'T HAVE AN N-NUMBER RESERVED YET?

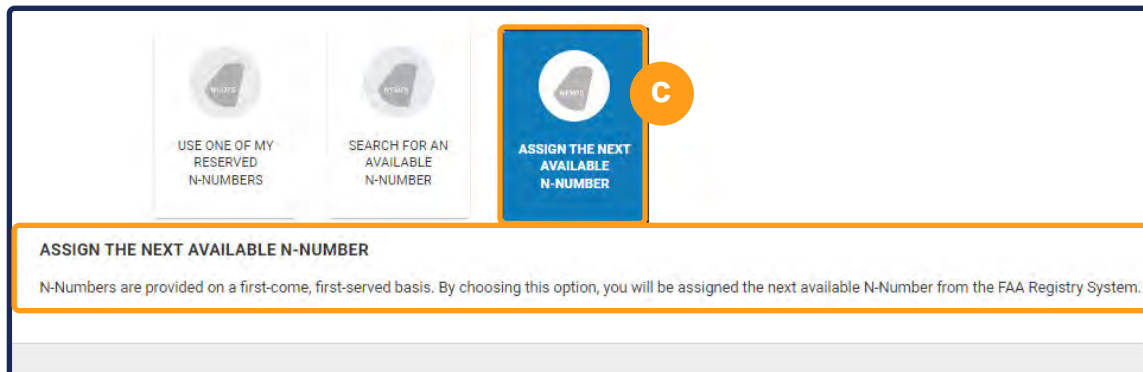
N-Numbers are assigned on a first come, first-serve basis. An N-Number reservation does not guarantee it will be available for assignment until it is approved by an FAA Legal Examiner. If approved, you will receive a written confirmation of your N-Number assignment. At that time the N-number may be assigned to an aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - UAS

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

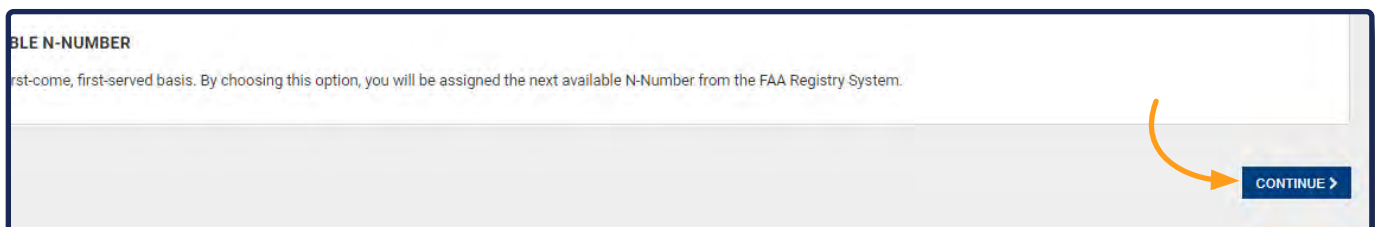
SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER C

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

When complete, select the **CONTINUE** button:



CONTINUE >

Go to the [Documents](#) section to continue with the registration of your aircraft:



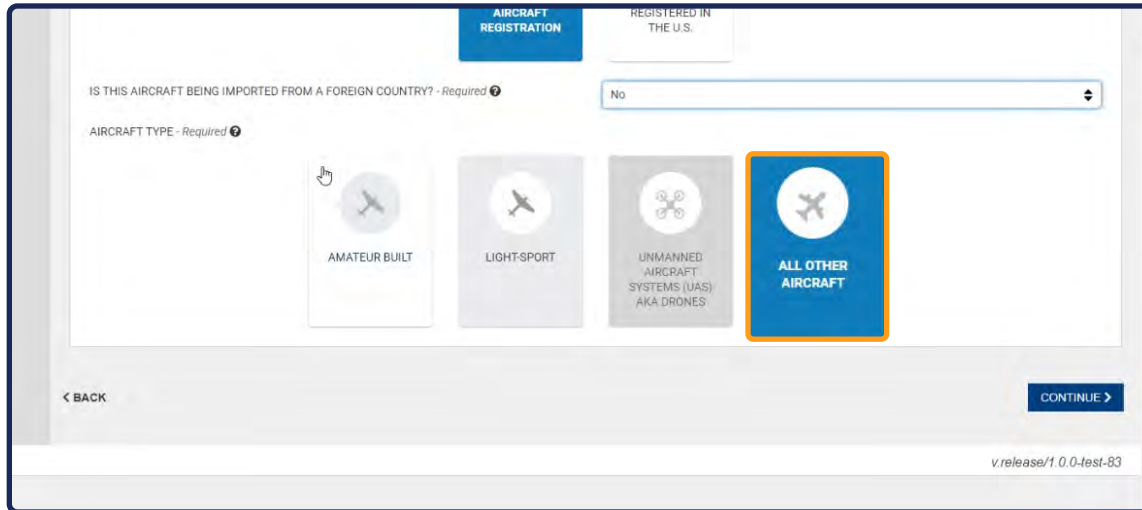
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company - UAS

All Other Aircraft

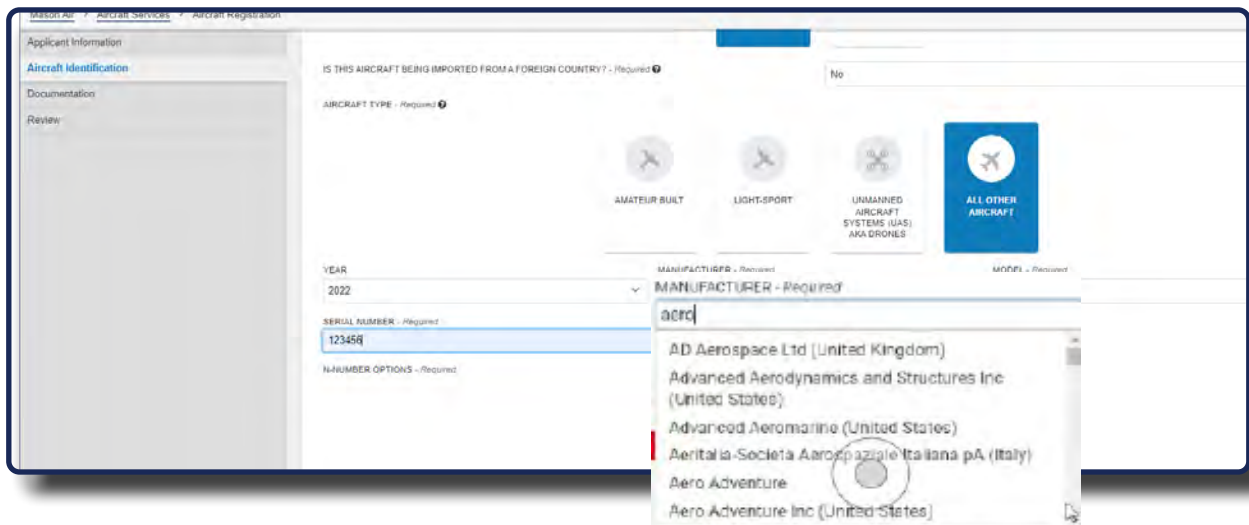
Aircraft that does not fall under Amateur Built, Light-Sport, and UAS, is considered an All Other Aircraft type.

- 1 The **AIRCRAFT TYPE** options appear. Select the type of aircraft you're registering (in this example, **ALL OTHER AIRCRAFT** is selected):



The screenshot shows the 'AIRCRAFT REGISTRATION' form. At the top, there are two tabs: 'AIRCRAFT REGISTRATION' (active) and 'REGISTERED IN THE U.S.'. Below the tabs, there is a question: 'IS THIS AIRCRAFT BEING IMPORTED FROM A FOREIGN COUNTRY? - Required'. The answer is 'No'. Below this, there is a section for 'AIRCRAFT TYPE - Required'. There are four options: 'AMATEUR BUILT', 'LIGHT-SPORT', 'UNMANNED AIRCRAFT SYSTEMS (UAS) AKA DRONES', and 'ALL OTHER AIRCRAFT'. The 'ALL OTHER AIRCRAFT' option is highlighted with a blue border. At the bottom left, there is a '< BACK' button, and at the bottom right, there is a 'CONTINUE >' button. The version number 'v.release/1.0.0-test-83' is visible in the bottom right corner.

- 2 Select the **YEAR**, **MANUFACTURER**, **MODEL** from the drop-down menus that appear, then type the aircraft **Serial Number** (all are required):



The screenshot shows the 'Aircraft Identification' section of the 'AIRCRAFT REGISTRATION' form. The 'AIRCRAFT TYPE' is still 'ALL OTHER AIRCRAFT'. Below this, there are four drop-down menus: 'YEAR', 'MANUFACTURER', 'MODEL', and 'SERIAL NUMBER'. The 'YEAR' menu is set to '2022'. The 'MANUFACTURER' menu is open, showing a list of manufacturers. The 'SERIAL NUMBER' is '123456'. The 'MODEL' menu is empty. The 'NUMBER OPTIONS' section is also visible. The version number 'v.release/1.0.0-test-83' is visible in the bottom right corner.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Company - All Other Aircraft

Select an N-Number

3 Next, select an option for your N-Number. A description of each option appears when selected:

a Select the **USE ONE OF MY RESERVED N-NUMBERS** button. If you have received confirmation from FAA that you have a reserved N-Number, type the number in the **RESERVED N-NUMBER** field:

N-NUMBER OPTIONS - Required

a **USE ONE OF MY RESERVED N-NUMBERS**

SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER

RESERVED N-NUMBER - Required

N-

DO YOU HAVE A RESERVED N-NUMBER?

A Reserved N-Number (aka Special N-Number) is an N-Number that was reserved in your name, for a year, with a mailed confirmation notice from the FAA. Please, DO NOT use this option if you have not yet received the confirmation notice from the FAA that the requested N-Number was reserved in your name.

b Select the **SEARCH FOR AN AVAILABLE N-NUMBER** button. In the description that appears, select the **FAA Reservation** link to search for available N-Numbers at FAA.gov:

b **SEARCH FOR AN AVAILABLE N-NUMBER**

USE ONE OF MY RESERVED N-NUMBERS

ASSIGN THE NEXT AVAILABLE N-NUMBER

DON'T HAVE AN N-NUMBER RESERVED YET?

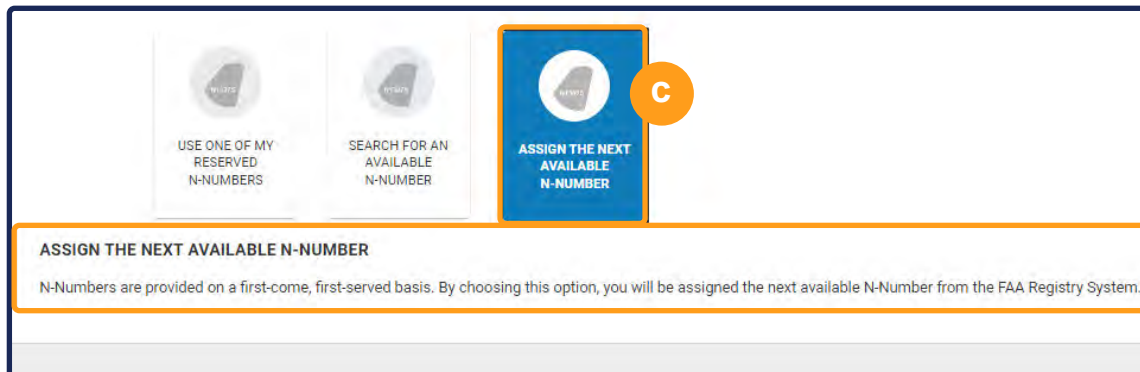
N-Numbers are assigned on a first come, first-serve basis. An N-Number reservation does not guarantee it will be available for assignment until it is approved by an FAA Legal Examiner. If approved, you will receive a written confirmation of your N-Number assignment. At that time the N-number may be assigned to an aircraft.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Company - All Other Aircraft

- C Select the **ASSIGN THE NEXT AVAILABLE N-NUMBER** button to have the FAA Registry assign you the next available N-Number:



USE ONE OF MY RESERVED N-NUMBERS

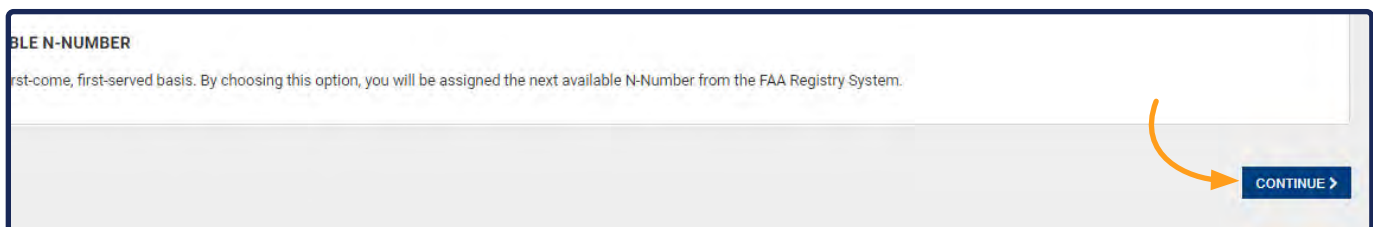
SEARCH FOR AN AVAILABLE N-NUMBER

ASSIGN THE NEXT AVAILABLE N-NUMBER C

ASSIGN THE NEXT AVAILABLE N-NUMBER

N-Numbers are provided on a first-come, first-served basis. By choosing this option, you will be assigned the next available N-Number from the FAA Registry System.

When complete, select the **CONTINUE** button:



CONTINUE >

Go to the [Documents](#) section to continue with the registration of your aircraft:

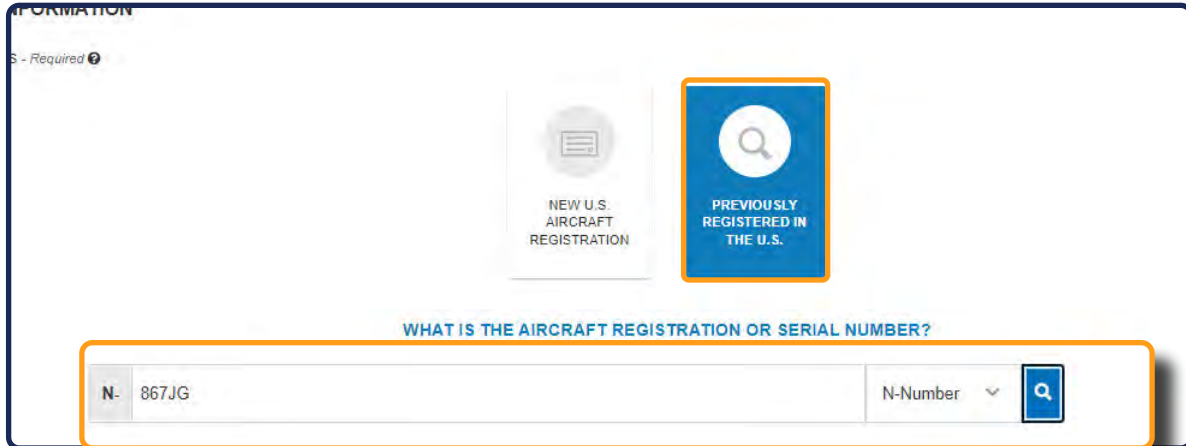


UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration – Company - All Other Aircraft

Previously Registered in the U.S.

- 7 The **Aircraft Identification** screen appears. Select **PREVIOUSLY REGISTERED IN THE U.S.** The N-Number Search field appears:
- 8 Enter your N-Number and select the search icon. The **Results** field appears:



NEW U.S. AIRCRAFT REGISTRATION

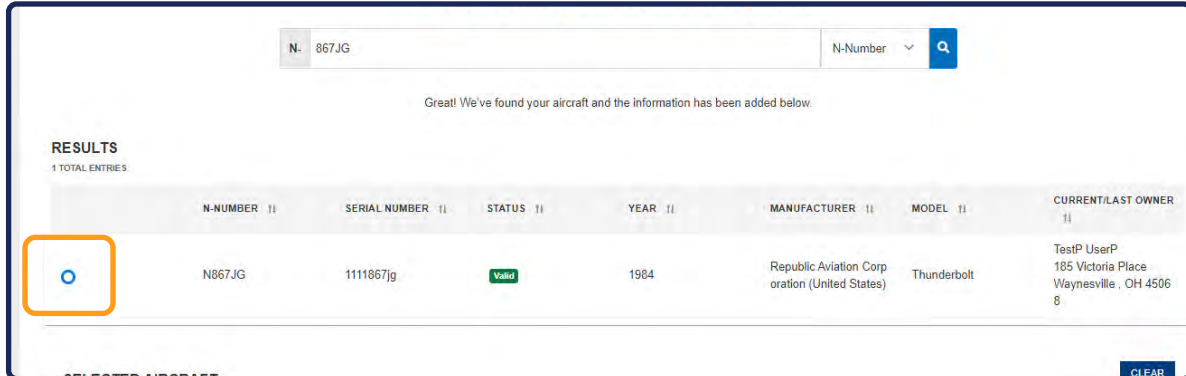
PREVIOUSLY REGISTERED IN THE U.S.

WHAT IS THE AIRCRAFT REGISTRATION OR SERIAL NUMBER?

N- 867JG

N-Number

- 9 Select the aircraft you want to register. Even if only one aircraft appears in the **Results**, you will need to still select that aircraft. The **SELECTED AIRCRAFT** information appears:



Great! We've found your aircraft and the information has been added below.

RESULTS

1 TOTAL ENTRIES

N-NUMBER	SERIAL NUMBER	STATUS	YEAR	MANUFACTURER	MODEL	CURRENT/LAST OWNER
N867JG	1111867jg	Valid	1984	Republic Aviation Corporation (United States)	Thunderbolt	TestP UserP 185 Victoria Place Waynesville, OH 45068

CLEAR

- 10 Verify the information and select **CONTINUE**:



SELECTED AIRCRAFT

CLEAR

YEAR
1984

MANUFACTURER
[object Object]

MODEL
Thunderbolt

N-NUMBER
N867JG

SERIAL NUMBER
1111867jg

BACK

CONTINUE

UNCONTROLLED COPY WHEN DOWNLOADED



Aircraft Registration - Company

Documents

- 1 Upon completing required aircraft information, the **Documentation** screen appears:
 - a Select the **DOCUMENT TYPE** drop-down menu, then select the appropriate document(s). CARES provides a list of required documents dependent on your aircraft type and any declarations.
 - b Select the **+Upload File** button, then select the document from your computer:

Please ensure all submitted documents have the complete aircraft description (i.e., N-Number, Serial Number, Manufacturer and Model) when applicable and all pages of each document are in a single file.

- Digitally signed documents must be used when electronically filing documents.
- If digitally signed documents are not available, original ink signed documents may be submitted by U.S. Post Office or commercial services to the **Aircraft Registration Branch**.

REQUIRED DOCUMENTATION

- AC Form 8050-2 Aircraft Bill of Sale
- AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft

DOCUMENT TYPE

AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft

AC Form 8050-2 Aircraft Bill of Sale

AC Form 8050-4 - Certificate of Repossession of Encumbered Aircraft

AC Form 8050-88 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft

AC Form 8050-88A - Light-Sport Aircraft Manufacturers Affidavit of Ownership

Affidavit - Describing inability to obtain a recordable ownership document

DOCUMENT UPLOAD

+ Upload File REMOVE

AMOUNT OF SALE

\$

- c Ensure all documents requiring a digital signature, such as affidavits, follow the requirements for a legible and acceptable digital signature as described below:

DIGITAL SIGNATURE

The "FAA 2016 Policy Clarification | 81 Fed. Reg. Vol 76 | Components of Digital Signature" defines what a digital signature must have. If using a digital signature it has to meet the requirements even if we don't require a printed name of the signer (using an ink signature) on the document. All five (5) elements (below) must be met:

A legible and acceptable digital signature will have, at minimum, the following components:

- (1) Shows the name of the signer and is applied in a manner to execute or validate the document,
- (2) Includes the type or printed name of the signer below or adjacent to the signature when the signature uses a digitized or scanned version of the signer's hand scribed signature or the name is in a cursive font,
- (3) Shows the signer's corporate, managerial, or partnership title as part of or adjacent to the digital signature when appropriate,
- (4) Shows evidence of authentication of the signer's identity such as the text "digitally signed by" along with the software provider's seal or watermark, date and time of execution; or, have an authentication code or key identifying the software provider, and
- (5) Has a font, size and color density that is clearly legible and reproducible when reviewed, copied and scanned into a black on white format.

A signature without the digital markings or code will be considered a photocopy signature.



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

- d You have the option to provide Date of Sale, Amount of Sale or Seller information as Evidence of Ownership.
- e Should you need to upload additional documents, click the **+Add Additional Documents** button and repeat steps a - c until you have uploaded all documentation.

AC Form 8050-08 - Affidavit of Ownership for Amateur-Built/Non-Type Certificated Aircraft

EVIDENCE OF OWNERSHIP

Please provide documentation that details the Transfer of Ownership for this aircraft.

DATE OF SALE
mm/dd/yyyy

AMOUNT OF SALE

SELLERS

Please add the sellers provided on this Evidence of Ownership Document.

+ ADD SELLER

+ ADD ADDITIONAL DOCUMENT

BACK

CONTINUE >

When complete, select the **CONTINUE** button.

- 2 The information provided appears on the top portion of the screen, review the information is accurate. Select the **View** button to open up a PDF to review the documents you attached.

AIRCRAFT INFORMATION

YEAR
2023

MANUFACTURER
Cessna Aircraft Co.

MODEL
162 (Skycatcher)

SERIAL NUMBER
123456

DOCUMENTS

AC FORM 8050-2 AIRCRAFT BILL OF SALE

DATE OF SALE
Not Set

AMOUNT OF SALE
Not Set

SELLERS

None

UPLOADED FILE

Bill of Sale.pdf

AC Form 8050-2 Aircraft Bill of Sale

VIEW

SIGNATORY MEMBERS

The members selected below will receive an email from DocuSign requesting their signature on the AC Form 8050-1 Aircraft Registration Application. Please select the members who will need to serve as a signatory on this application.

FIRST NAME	LAST NAME	TITLE	EMAIL ADDRESS
<input type="checkbox"/>		Member	
<input type="checkbox"/>	John	Smith	

CERTIFICATIONS

- 3 Select the member(s) who are to sign the application:



UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

- 4 The **CERTIFICATIONS** portion appears below the review area. Follow the on-screen instructions to select the appropriate citizenship status, then select the **SIGN** button if all information is correct or the **<BACK** button to make any corrections:

CERTIFICATIONS

I/We certify that the above aircraft is owned by the undersigned applicant who is: (Must Check A, B, C or D)

A. ☐ A CITIZEN OF THE UNITED STATES AS DEFINED BY 49 USC 40102(A)(15)
B. ☐ A RESIDENT ALIEN WITH ALIEN REGISTRATION (FORM 1-551) NO.
C. ☐ A NON-CITIZEN CORPORATION AND SAID AIRCRAFT IS BASED AND PRIMARILY USED IN THE UNITED STATES.
D. ☐ A CORPORATION USING A VOTING TRUST TO QUALIFY.

If box C or D above is checked, I, the below signed, certify that I am authorized, by the applicant shown above, to sign corporate documents and to seek aircraft registration on behalf of the entity and that I will provide the same authorization if requested;

I/We certify that the aircraft is not registered under the laws of any foreign country; and

I/We certify that legal evidence of ownership is attached or has been filed with the Federal Aviation Administration.

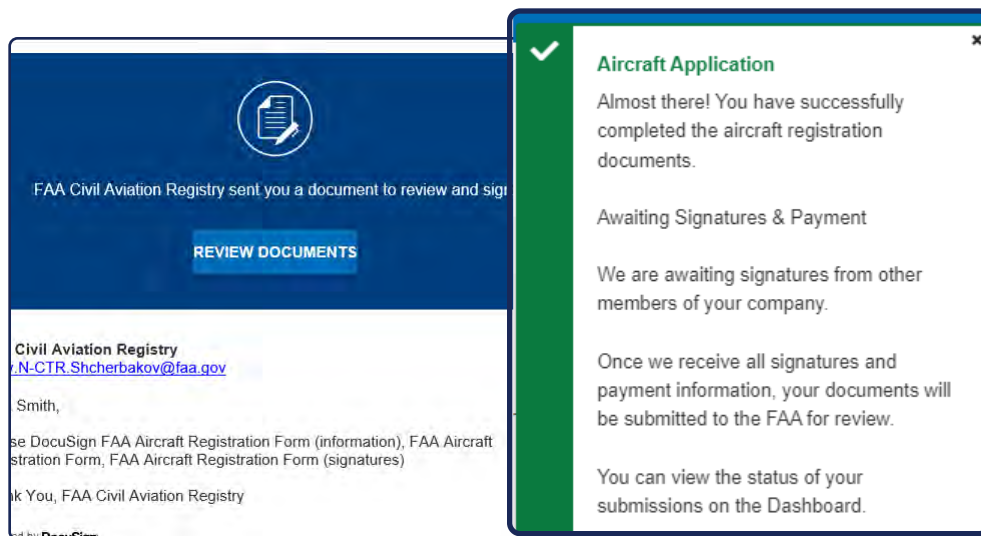
ANY AND ALL SIGNATORIES OF THIS APPLICATION MUST READ THE FOLLOWING AND UNDERSTAND THAT, BY APPLYING A SIGNATURE TO THIS DOCUMENT, THEY ARE SUBJECT TO THE REFERENCED STATUTES AND ASSOCIATED PENALTIES.

I/we hereby certify that the information provided in, and in any attachments to, this application for aircraft registration is true, accurate and correct to the best of my/our knowledge and belief. I/we understand that the FAA administrator will rely on the information I/we provide in determining my/our qualification for aircraft registration. I/we understand that whoever, in any matter within the jurisdiction of any department or agency of the United States, knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device any material fact(s), statement(s), representation(s) or entry(ies) may be fined up to \$500,000 or imprisoned for not more than five (5) years or both (18 U.S.C. §§ 1001 and 3571). I/we understand that to knowingly and willfully: a) falsify or conceal a material fact; or b) use a document knowing it contains a false, fictitious or fraudulent statement/entry; or c) provide any inaccurate, false statement/information can subject me to criminal prosecution (49 U.S.C. § 46306), and the registration of the subject aircraft may be delayed, denied and/or revoked.

< BACK **SIGN >**

NOTE

All other signatory members selected to sign the application receive an email with a link to **DocuSign** and a pop-up appears at top of screen: Aircraft Registration applications that are pending signature will display in the **Applications in Progress** section of the company Dashboard. These applications will remain inactive until all required signatures are complete, with the exception of the **Remove** option. After all signatures are applied, it can take up to 24 hours to appear in the company's **Shopping Cart**.




UNCONTROLLED COPY WHEN DOWNLOADED





Aircraft Registration - Company


DocuSign

- 5 If the applicant is also the selected signer, they are redirected to DocuSign to provide an electronic signature. Select the **I agree to use electronic records and signature** check-box, then select the **Continue** button:


FAA Civil Aviation Registry
 FAA


 Federal Aviation
Administration


 Powered by DocuSign


 Please read the **Electronic Record and Signature Declaration**
☐ I agree to use electronic records and signatures.

[CONTINUE](#)
[OTHER ACTIONS ▾](#)

PRIVACY ACT STATEMENT:

The Privacy Act of 1974 (PL 93-598) requires that users of this form be informed of the authority which allows the collection of the information and whether disclosure of such information is mandatory or voluntary, the purposes for which the information is intended to be used, the manner in which the information is collected, stored, and disseminated, and the effects, if any, of not providing all or any part of the requested information.

100-42, United States Code requires the registration of each United States Civil aircraft as a prerequisite to its operation. An aircraft is eligible for registration only if (1) it is not registered under the laws of a foreign country, or (2) if it is owned by (a) a citizen of the United States, or (b) an individual citizen of a foreign country residing permanently in the United States, or (c) a corporation not a citizen of the United States when the corporation is organized and doing business under the laws of the United States or a State and an aircraft is owned and operated in the United States, or (d) an aircraft that is not registered may subject the operator to a civil penalty.

(1) To provide security details and operators information about potential mechanical defects to ensure conditions of their aircraft in the form of aircraft/maintenance records.

(2) To provide accurate information to law enforcement.

(3) To serve as a data source for management information for protection of summary disclosure, development and analysis studies in support of agency decisions for which the records are collected and maintained.

(7) To respond to general requests from the aviation community for assistance in obtaining information under the Freedom of Information Act or to locate specific individuals or specific aircraft for accident investigations, criminal, or other safety related occurrences.

(8) To provide data for (a) aircraft registration records (b) (c) To provide data for dissemination of the records registration.

- 6 To digitally sign the document:
 - a Select the **START** button
 - b Select the **Sign** button to place your digital signature
 - c Select the **FINISH** button to complete and return to the **CARES** Shopping Cart:

use review the documents below.

C **FINISH** **OTHER ACT**

a **START**

DocuSign Envelope ID: D02FF0C2-E373-45B4-A250-34441E177DA5

Aircraft Registration Application
AC Form 8050-1

U.S. Department of Transportation
Federal Aviation Administration

DEMONSTRATION DOCUMENT ONLY:
 PROVIDED BY DOCUSIGN ONLINE SIGNING SERVICE
 www.docusign.com

DocuSign Envelope ID: 42744926
 219-0200
 Collection Expires 03/31/2024

PRA Public Burden Statement: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Project unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0042. Public reporting for this collection of information is estimated to be approximately 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required to obtain aircraft registration in accordance with 14 CFR Part 47. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

PRIVACY ACT STATEMENT:
 Privacy Act of 1974 (PL 93-579) requires that users of this form be informed of the authority which allows the solicitation of the information

(4) To provide aircraft owners and operators information about potential mechanical defects or unsafe conditions of their aircraft

registration of the subject aircraft may be delayed, denied and/or revoked.

b

NOTE: For convenience all applicants must sign. Use next page and add page(s) if necessary.

11)	SIGNATURE:		DATE:	10/13/2022
	TYPED/PRINTED NAME:	Bruce Wayne	TITLE:	Owner
12)	SIGNATURE:		DATE:	
	TYPED/PRINTED NAME:		TITLE:	

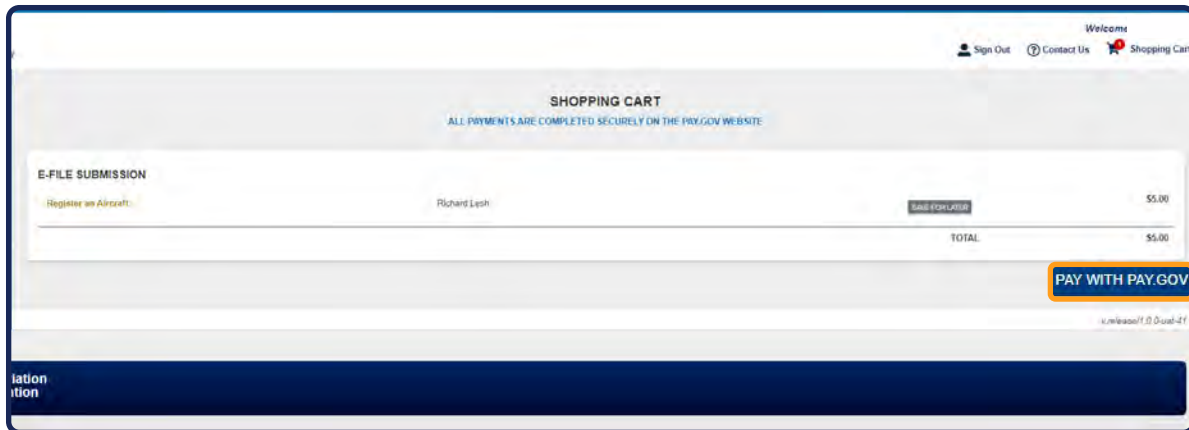
NOTE: Except when the most recent registration of the subject aircraft is expired or cancelled, 14 CFR 47.31(c) provides for an airworthy U.S. aircraft to be operated for up to 90 days within the United States when a copy of the signed aircraft registration application is carried in the aircraft while awaiting issuance and receipt of the new registration certificate.



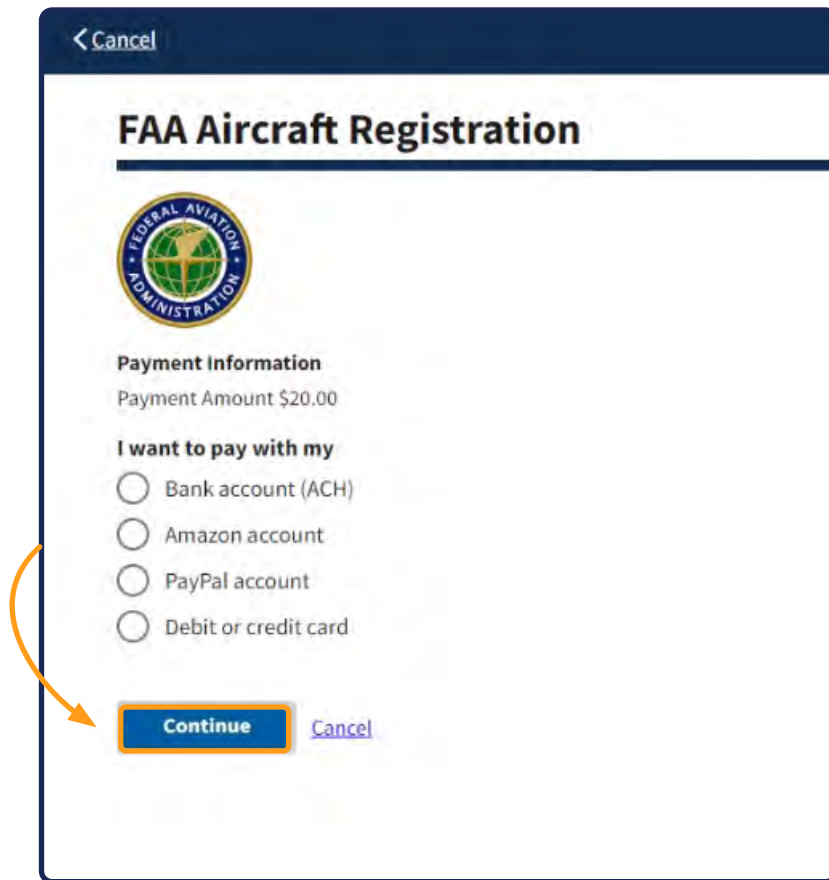
UNCONTROLLED COPY WHEN DOWNLOADED

Aircraft Registration - Company

- 1 On the **SHOPPING CART** screen, select the **PAY WITH PAY.GOV** button:



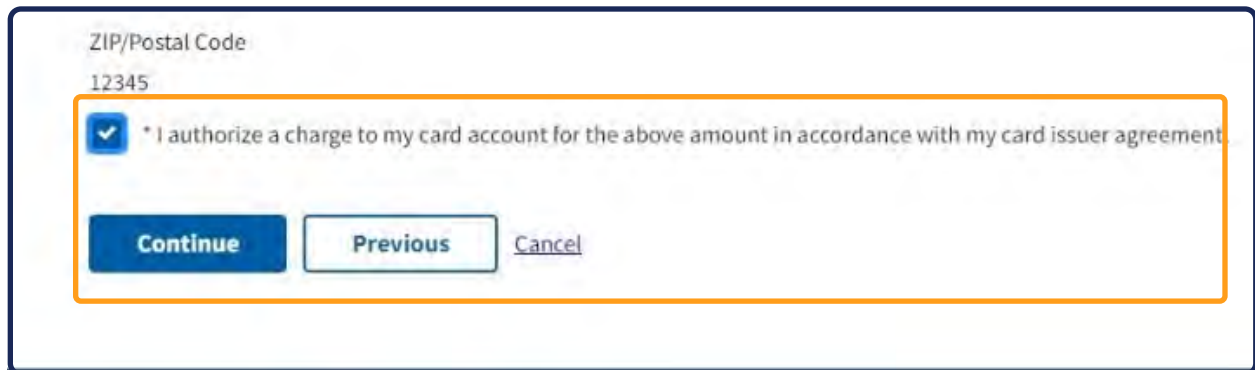
- 2 You will be re-directed to PAY.gov. Select a payment method, then select the **Continue** button:



UNCONTROLLED COPY WHEN DOWNLOADED



- 3 Enter, review, and authorize your payment information, then select the **Continue** button:

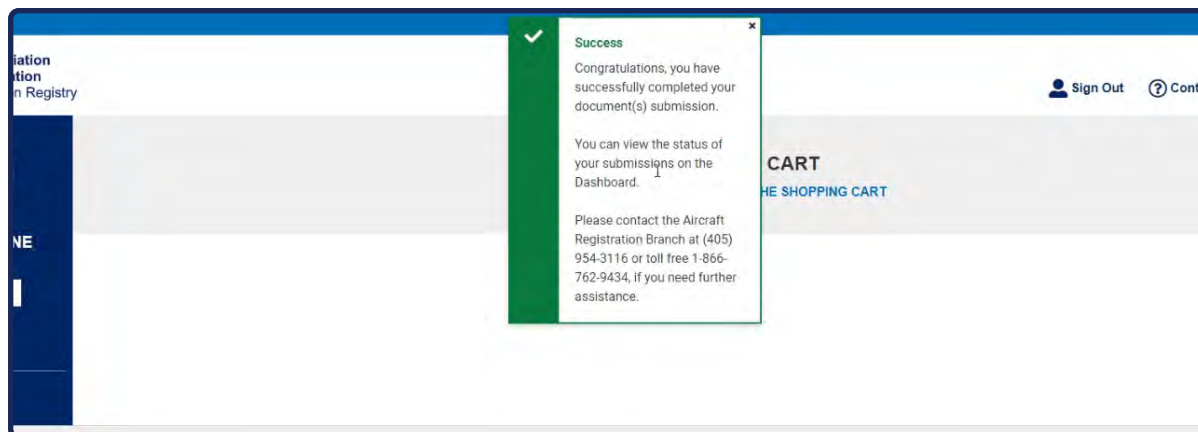


ZIP/Postal Code
12345

☒ * I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.


Continue Previous [Cancel](#)

- 4 When your payment has been approved, you will return to CARES, and a success message will appear:

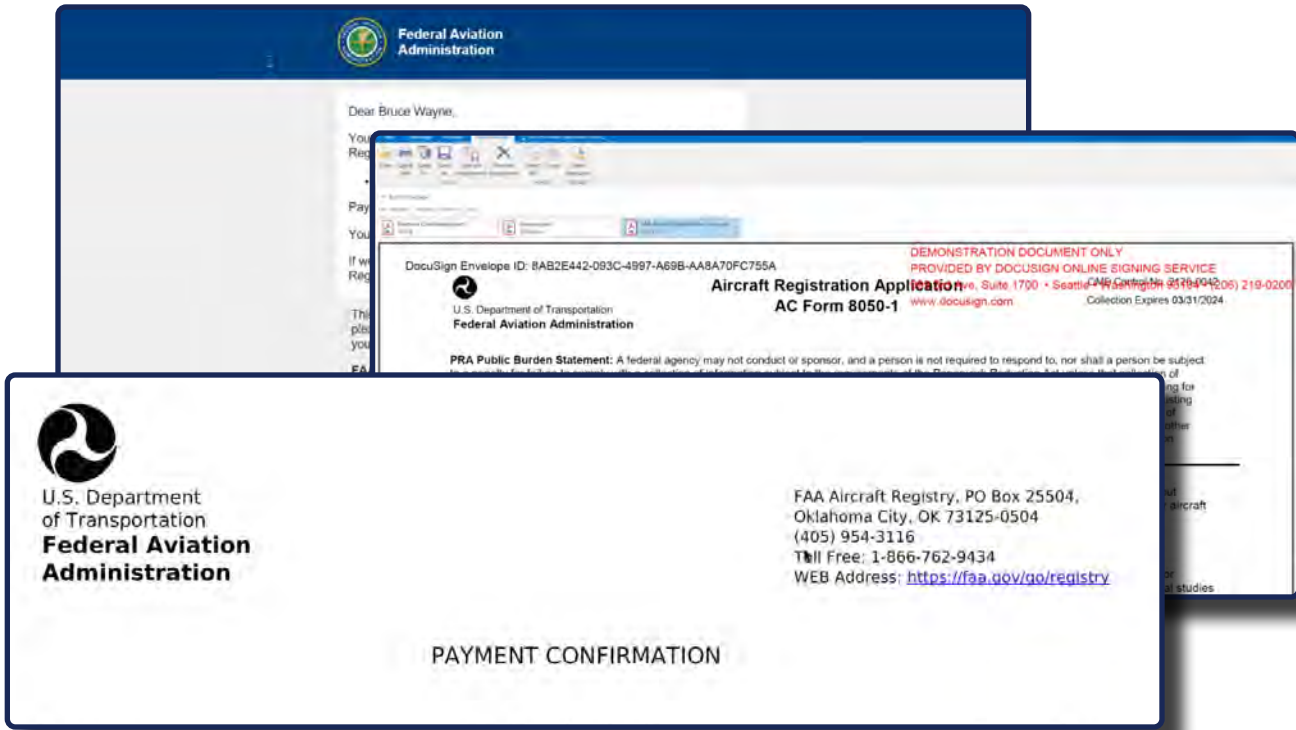


UNCONTROLLED COPY WHEN DOWNLOADED

5

APPLICATIONS SUBMITTED OR AWAITING PAYMENT			
DESCRIPTION	SUBMITTED	ESTIMATED REVIEW DATE 	STATUS 
Register an Aircraft - Classic Aircraft Corporation (United States), Waco Classic/112345	Sep 29, 2022	Jun 15, 2023	 Pending
Register an Aircraft - Lockheed Aircraft Corporation (United States), Electra (L-10)/123456789	Oct 4, 2022	Jun 20, 2023	 Pending
File a Release of a Security Document - Release - N123AB/1213456789, N123AB/123456789	Oct 6, 2022	Jun 22, 2023	 Pending
N-Number Related Requests - Change N-Number - N1234R/123456789	Awaiting FAA Submission	Jun 28, 2023	 Awaiting Payment
Register an Aircraft - Amateur Services, Model A/123456	Awaiting FAA Submission	Oct 6, 2023	 Pending

6



Sign into CARES

To get started:

- a** Navigate to the CARES home page at <https://CARES.FAA.GOV/>
- b** Sign in with your Registered Public User Account
- c** Accept the Terms of Service:

The screenshot shows the CARES website interface. At the top, a blue header contains the FAA logo, the text 'Civil Aviation Registry Electronic Services (CARES)', and a 'Welcome, Guest' message. A navigation bar includes a 'Sign In / Register' link and a 'Contact Us' link. A callout box labeled 'a' points to the URL 'https://CARES.FAA.GOV/'. Below the header, the main content area features the heading 'FAA REGISTRY AT YOUR FINGERTIPS' and a paragraph about limited online aircraft registration services. To the right, a section titled 'HOW CAN WE HELP YOU TODAY?' lists 'AIRCRAFT SERVICES' (REGISTER, UPDATE OR MANAGE AIRCRAFT RECORDS) and 'AIRMEN SERVICES' (REGISTER, UPDATE OR MANAGE AIRMEN INFORMATION). Below this, a 'TERMS OF SERVICE' section contains a paragraph about U.S. Government-authorized use, a paragraph about unauthorized use, and a list of terms. A callout box labeled 'b' points to the 'Sign In / Register' link. At the bottom of the terms section, a callout box labeled 'c' points to the 'I AGREE' button.

FAA REGISTRY AT YOUR FINGERTIPS

The FAA Registry is now offering limited online aircraft registration services for aircraft owners who classify as individuals, corporations and LLCs. Aircraft registration services for other company types, partnerships, non-citizen trusts and more will be made available online in future releases. Online services will continue to be expanded and enhanced.

HOW CAN WE HELP YOU TODAY?

AIRCRAFT SERVICES
REGISTER, UPDATE OR MANAGE AIRCRAFT RECORDS
SIGN IN / REGISTER >
LEARN MORE >

AIRMEN SERVICES
REGISTER, UPDATE OR MANAGE AIRMEN INFORMATION

TERMS OF SERVICE

You are accessing a U.S. Government-authorized information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, (4) all devices and storage media attached to this network or to a computer on this network, and (5) all cloud services and hosting environments supporting this information system. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By logging in and using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, communication between the user and this information system, data transiting to/from the system, or stored on this system is subject to monitoring, interception, and search.

I AGREE **I DISAGREE**

UNCONTROLLED COPY WHEN DOWNLOADED

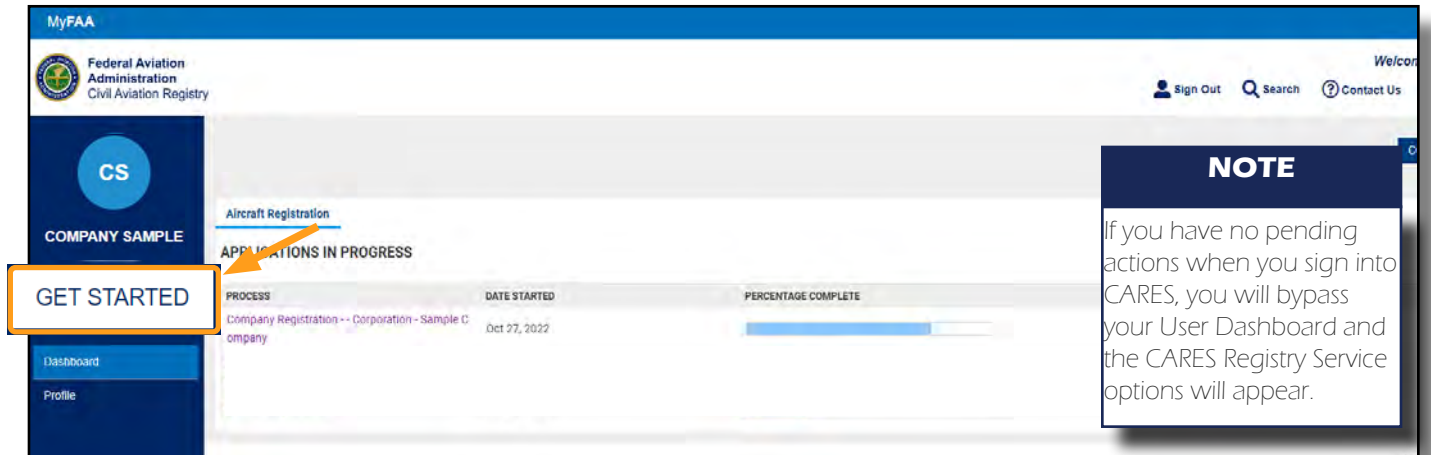


Create a Company Account - LLC

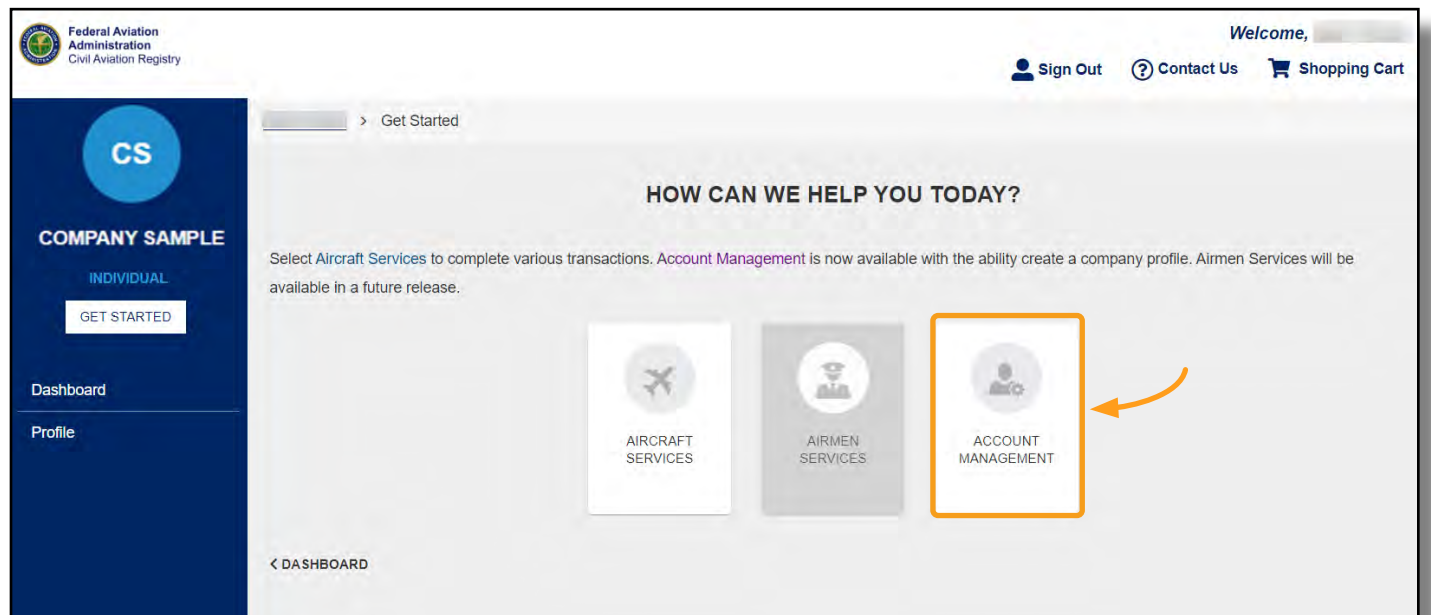
Create an LLC Account

CARES allows users to create and customize a company profile according to their business' needs, and in accordance with FAA regulations. This guide provides instruction on how to Create a Limited Liability Company (LLC) Account.

1 On your user dashboard, select the **GET STARTED** button:



2 Next, select the **Account Management** option:




UNCONTROLLED COPY WHEN DOWNLOADED


Create a Company Account - LLC


- 3 On the Account Management home screen, select the **CREATE A COMPANY ACCOUNT** option:


YOUR HOME FOR ACCOUNT MANAGEMENT


Some Account Management options are currently not available. For the options that are not available, please proceed to the [Aircraft Services](#) page and submit all associated paperwork (i.e. Power of Attorney, Trust Agreement, etc.) when completing one of the [Aircraft Services](#).


CREATE A
COMPANY
ACCOUNT


CREATE A
CO-OWNERSHIP
ACCOUNT


APPLY FOR A
DEALER
CERTIFICATE


SET UP
A POWER OF
ATTORNEY


SET UP
A TRUSTEE
PROFILE

< BACK

- 4 On the Type of Company page, select **LIMITED LIABILITY COMPANY (LLC)**:

Sample > Account Management > Create a Company Account


of Company


LET'S GET DOWN TO BUSINESS


LET'S START WITH SOME INFORMATION ABOUT THE COMPANY


COMPANY DETAILS

COMPANY TYPE - Required


CORPORATION


GOVERNMENT


**LIMITED
LIABILITY
COMPANY (LLC)**


NON-CITIZEN
CORPORATION



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

5 More information will appear. Begin entering the following information into the required fields:

a The Company Name

b Enter the Company's **Physical/Residential Address** and **Mailing Address** in the fields below. If they are the same, once the Physical/Residential Address is complete, select the **SAME AS PHYSICAL ADDRESS** button and the address will copy over.

COMPANY NAME - Required
Sample LLC

PHYSICAL / RESIDENTIAL ADDRESS

COUNTRY - Required
United States of America (the)

ADDRESS LINE 1 - Required
123 S Main St
Street Address, Rural Route

ADDRESS LINE 2
Apartment, suite, unit, building, floor, etc.

CITY - Required
Los Angeles

STATE - Required
CA
Two-Character State Code

ZIP / POSTAL CODE - Required
90012-3701

COUNTY
Los Angeles

MAILING ADDRESS

COUNTRY - Required
United States of America (the)

ADDRESS LINE 1 - Required
123 S Main St
Street Address, Rural Route

ADDRESS LINE 2
Apartment, suite, unit, building, floor, etc.

CITY - Required
Los Angeles

STATE - Required
CA
Two-Character State Code

ZIP / POSTAL CODE - Required
90012-3701

COUNTY
Los Angeles

SAME AS PHYSICAL ADDRESS

- In most cases, an **ADDRESS VERIFICATION** popup will appear, indicating CARES has found a more accurate version of your address. Select **Use My Address** if you would like to use the address you have inputted, or select **Use Suggested Address** if you would like to use the Suggested Address:

Address Verification

We believe we've found a more accurate version of your address.
For the most accurate profile information, please confirm the one that you would like to use.

You Entered	Suggested Address
123 S Main St	123 S Main St
Los Angeles, CA	Los Angeles, CA 90012-3701
United States of America (the)	United States of America (the)

USE MY ADDRESS **USE SUGGESTED ADDRESS**



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

6 Then, enter **Contact Information** for the Company and select **CONTINUE**

CONTACT INFORMATION

EMAIL ADDRESS - Required
SampleCompany@gmail.com

PHONE - Required
+1 800 555 5555
Format: +1 555 555 5555

CANCEL **CONTINUE >**

7 On the Review screen, review your submission. If you notice any information that needs to be edited, use the **BACK** button until you reach the section that needs changing. When you're ready, continue through to the Review page and select the **SUBMIT** button:

ALMOST DONE.
TAKE A MINUTE TO REVIEW YOUR SUBMISSION.

NOTE
A warning message will appear if information matching what is already in CARES is inputted(duplicate). If you choose to proceed, the Profile will be created with a Unique Company ID.

COMPANY DETAILS

COMPANY NAME Sample LLC	COMPANY TYPE LLC
----------------------------	---------------------

ADDRESSES

PHYSICAL ADDRESS 123 S Main St Los Angeles, CA 90012-3701 Los Angeles United States of America (the)	MAILING ADDRESS 123 S Main St Los Angeles, CA 90012-3701 Los Angeles United States of America (the)
--	---

CONTACT INFORMATION

EMAIL ADDRESS SampleCompany@gmail.com	PHONE +1 516 555 5555
--	--------------------------

< BACK **SUBMIT >**

8 You will receive an email confirming company creation to the email address provided and a success message appears, indicating your company profile has been submitted:

Company Registration
Your Company Registration
has been Submitted

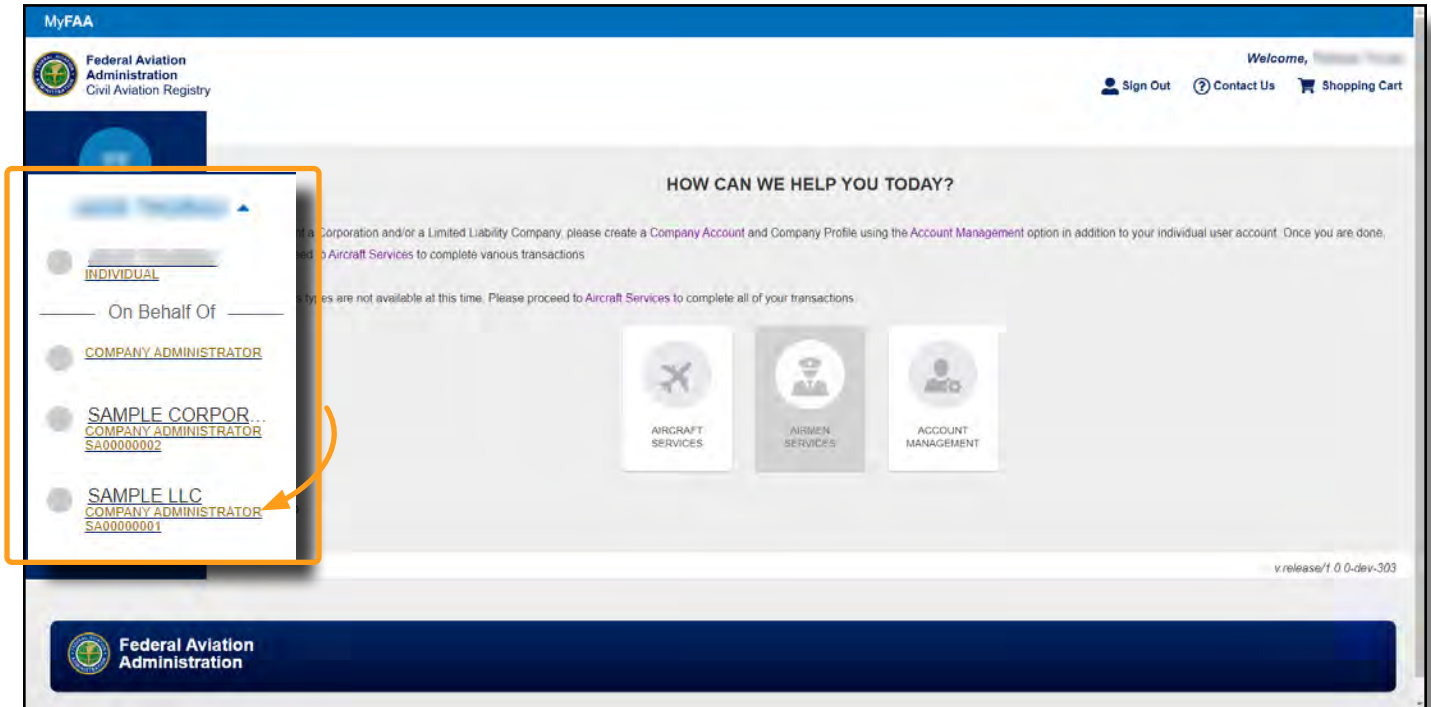


UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

Access your Company Account

- 1 You will be brought back to the Get Started page where you will see your Individual Account. Select the dropdown to the right of your Individual Account name and select the Company Name you just created:



- 2 On your **Company Dashboard** you will see:
 - a Your Company Name and Unique Company ID
 - b The **Aircraft Registration** section (this will be blank until you begin that process)
 - c Company menu options on the left

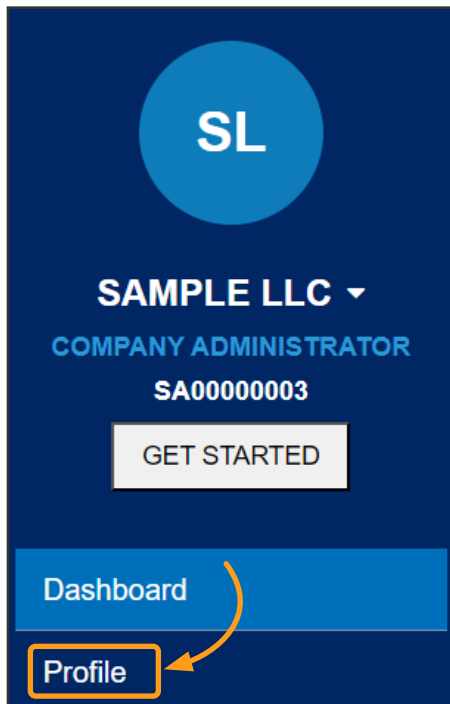


UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

Complete Your Company Profile

- 1 To complete your Company Profile, select **Profile** on the left menu:



- 2 **Company Information** and **Contact & Addresses** will carry over from the company creation, though they may be edited here if needed. Additionally, if applicable, **Trade Names** may be added here. If any changes are made, be sure to select the Save button

A web browser interface showing the 'Profile - Company Information' page. The breadcrumb 'Sample LLC > Profile - Company Information' is at the top. On the left is a sidebar menu with 'Company Information' (highlighted with an orange border), 'Contact & Addresses', 'Citizenship', 'Company Structure', and 'Documentation'. The main content area is titled 'PROFILE Limited Liability Company (LLC)' and has 'CANCEL' and 'SAVE' buttons at the top right. The 'SAVE' button is highlighted with an orange border and an orange arrow points to it. Below the title is a message: 'Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.' The 'COMPANY INFORMATION' section contains a 'COMPANY NAME - Required' field with 'Sample LLC' entered. Below that is 'CARES COMPANY ID' with 'SA00000003'. The 'TRADE NAMES' section has a '+ ADD A TRADE NAME (DBA/AKA)' button highlighted with an orange border.

UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

3 To attest to whether or not your company meets United States Citizen eligibility:

- a** Navigate to **Citizenship** on the left hand menu
- b** Choose **Yes** from the dropdown. Choosing **No** will keep your profile as Basic, restricting some Aircraft Services
- c** Select **Save** to save your changes

Sample LLC > Profile - Citizenship

Company Information
Contact & Addresses
Citizenship
Company Structure
Documentation

PROFILE Limited Liability Company (LLC)

CANCEL SAVE

Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.

CITIZENSHIP INFORMATION

Some of the Aircraft Services are unavailable if your company does not meet the requirements for United States Citizen. Please review [Limited Liability Companies Info Sheet \(faa.gov\)](#) for additional information

DOES YOUR LIMITED LIABILITY COMPANY (LLC) MEET THE UNITED STATES CITIZEN ELIGIBILITY?

Select an Option

Yes
No

4 Next, navigate to **Company Structure** to complete the following:

- a** Choose the State in which the LLC is organized
- b** The date it was legally formed or organized
- c** Use the dropdown to select how the LLC is managed, keeping in mind multiple options may be selected

Sample LLC > Profile - Company Structure

Company Information
Contact & Addresses
Citizenship
Company Structure
Documentation

PROFILE Limited Liability Company (LLC)

CANCEL SAVE

Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.

COMPANY STRUCTURE

STATE IN WHICH THE LLC IS LAWFULLY ORGANIZED - Required

New York

LEGALLY FORMED OR ORGANIZED DATE - Required

06/12/2019

HOW IS THE LLC MANAGED - Required

Officer(s), Manager(s)

☐
☒ Manager(s)
☒ Officer(s)
☐ Member(s)
☐ Board of Governor(s)
☐ Managing Member(s)



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

5 To add members to your company:

- a** Select **+ ADD A MEMBER** and member details will appear
- b** Use the dropdown to select the **Member Type** that applies.
- c** Enter the required information, including selecting whether that member can sign documents (Signatory) and what the voting interest percentage is
- d** If you would like to add yourself as a member of the company, select **+ADD ME AS A MEMBER** and your information will populate *(optional)*

MEMBERS

Some Aircraft services might be unavailable for Company Profiles without members. Please review [Limited Liability Companies Info Sheet \(faa.gov\)](#) for additional information.

There are no members available for this profile.

+ ADD A MEMBER ← **a**

ADD A MEMBER **+ ADD ME AS A MEMBER**

MEMBER TYPE - *Required*

Select a Type

x REMOVE

b

Co-Ownership

Corporation

Individual

LLC

Partnership

c **ADD A MEMBER** **d** **+ ADD ME AS A MEMBER**

MEMBER TYPE - *Required*

LLC

COMPANY NAME - *Required*

Sample LLC

EMAIL ADDRESS OF REPRESENTATIVE - *Required*

SampleCompany@gmail.com

CARES COMPANY ID **?**

SA00000003

PERCENTAGE OF VOTING INTEREST - *Required*

100 %

THIS MEMBER IS A SIGNATORY **?**

Yes

TITLE - *Required*

Select a Title

x REMOVE



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

6 Lastly, you will need to upload at least one (1) document in order to consider your LLC Company Profile complete:

- a** Navigate to **Documentation** on the left hand menu
- b** Under the **Upload Documents** section, use the **Document Type** dropdown to select which document you will be uploading
- c** Select the **+Upload File** button, locate, and select the corresponding file from your computer
- d** Should you wish to upload more documentation, select the **+Add Additional Document** button to receive another document type dropdown and repeat steps **6a - c** until you have uploaded all desired documentation
- e** Select **Save** to save all your changes

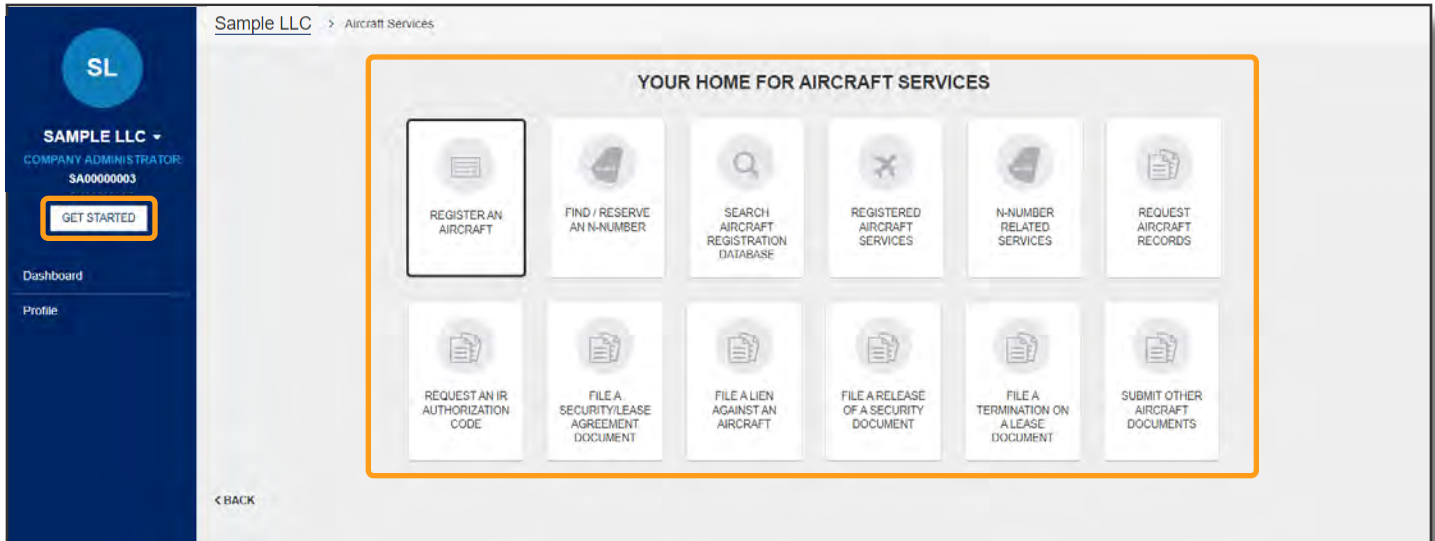
The screenshot shows the 'PROFILE' page for a 'Limited Liability Company (LLC)'. On the left is a navigation menu with options: 'Company Information', 'Contact & Addresses', 'Citizenship', 'Company Structure', and 'Documentation'. An orange arrow labeled 'a' points to the 'Documentation' menu item. The main content area has a header 'PROFILE Limited Liability Company (LLC)' with 'CANCEL' and 'SAVE' buttons. An orange circle labeled 'e' is around the 'SAVE' button. Below the header is a message: 'Some Aircraft Services require a complete Company Profile. Please complete the information for each section of this profile to use these services.' The 'DOCUMENTS' section states: 'To ensure the LLC profile is complete, please upload at least one of the required documents. The documents in this section will be added to your Aircraft Service requests and submissions.' Below this is a box saying 'No Documents Uploaded'. The 'UPLOAD DOCUMENTS' section includes a link to the 'Limited Liability Companies Info Sheet (faa.gov)'. The 'OPTIONAL DOCUMENTATION' section lists: 'Articles of Organization/Incorporation/Association', 'LLC Operating Agreement', and 'LLC Written Representation Statement'. At the bottom, there is a 'DOCUMENT TYPE' dropdown menu with 'Select a Document Type' and a dropdown arrow. An orange arrow labeled 'b' points to this dropdown. To the right of the dropdown is a 'DOCUMENT UPLOAD' section with a '+ UPLOAD FILE' button (labeled with orange circle 'c' and an arrow) and a 'REMOVE' button. Below these is a blue button labeled '+ ADD ADDITIONAL DOCUMENT' (labeled with orange circle 'd' and an arrow). The 'SAVE' button in the top right is also labeled with orange circle 'e'.



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

- 8 Now that your Company Profile is completed, you will have full access to all Aircraft Services:



NOTE

All Company members you added when creating the LLC profile will receive an email with a link to create an Individual CARES Registered Public User account. after creating an individual account they may navigate to the company account to conduct business in CARES



UNCONTROLLED COPY WHEN DOWNLOADED

Create a Company Account - LLC

<Back to Contents

Appendix



UNCONTROLLED COPY WHEN DOWNLOADED

1 Document Types

Aircraft Services Option	Request Types	Document Types
Registered Aircraft Services	Renew Aircraft Registration	Aircraft Reg Renewal App (AC Form 8050-1B) Other Supporting Docs
	Cancel Aircraft Registration	Aircraft Reg Renewal App (AC Form 8050-1B) Request to Cancel Aircraft Documents Other Supporting Docs
	Address Change	Request to change address Other Supporting Docs
	Transfer Aircraft Ownership	Report a Sale Bill of Sale Other Transfer Document Other Supporting Docs
	Order a replacement Aircraft Certificate	Request to order a replacement Aircraft Certificate Other Supporting Docs
N-Number Related Services	Change N-Number	Request to Change N-Number Returned- REGAR-103 letter Other Supporting Document
	Renew N-Number	Request to Renew N-Number Other Supporting Docs
	Assign N-Number	Request to Assign N-Number Other Supporting Documents
	Relinquish N-Number	Request to Relinquish N-Number Other Supporting Document
	Returned AC-Form 8050-64 (Assignment of Special Registration Numbers)	Returned AC Form 8050-64 (Assignment of Special Registration number) Reserve special N-number back Other Supporting Document
	Cancel N-Number Change	Request to cancel a N-number change Returned AC Form 8050-64 (Assignment of Special Registration number) Reserve special N-number back Returned- REGAR-103 letter Other Supporting Document



UNCONTROLLED COPY WHEN DOWNLOADED

Document Types

Aircraft Services Option	Request Types	Document Types
File a Security/Lease Agreement Document	Security Agreement	Aircraft Security Agreement Engine Lien Propeller Lien Security Agreement for multiple collateral Consignment Agreement Cross Collateralization Agreement Hypothecation Agreement Subordination Agreement Amendment-Security Agreements, Leases or Sub-leases Air Carrier Spare Part Location Agreement or Lease Assignments -Security Agreement/Lease/Sublease Assumptions-Security Agreement/Lease/Sublease Supplements-Security Agreement/Lease/Sublease Substitution Agreement File an Aircraft Mortgage Other Supporting Document
	Lease	Engine Lease Propeller Lease Aircraft Lease or Head Lease Lease of multiple types of collateral Operating Agreement (Lease) Air Carrier Spare Parts Security Agreement or Lease Sublease Other Supporting Document
	Disclaimer	Disclaimer Other Supporting Document
	Legal Opinion	Legal Opinion Other Supporting Document
File a Lien Against an Aircraft	Lien	Mechanic/Artisan Lien Fieri Facias and/or Writ of Fieri Facias State Tax Lien Local Tax Lien Other Non-Consensual Liens Judgment Lien(Court Order) Other Supporting Document
File a Release of a Security Document	Release	Recordation Notice, or its equivalent(AC Form 8050-41) Statement of premature release Release of consensual and non-consensual liens Release an Aircraft Mortgage Amendment to a release Other Supporting Document
	Legal Opinion	Legal Opinion submitted with other documents Other Supporting Document
File a Termination On a Lease Document	Termination	Notice of Recordation Termination Request for amendment to a lease termination Other Supporting Document

UNCONTROLLED COPY WHEN DOWNLOADED



Document Types

Aircraft Services Option	Request Types	Document Types
Submit Other Aircraft Documents	Flight Hour	Flight Hour Report(AC Form 8050-117) Flight Hour Report-Address Change Other Supporting Documents
	Truth in Leasing	Truth in Leasing Foreign Leases Master Interchange Agreement Time Share Agreement Other Supporting Document
	Legal Opinion	Legal Opinion Other Supporting Document
	Other Supporting Documents	Estate Certificate of Incorporation Name Change Merger Consolidation Distribution of Assets Power of Attorney Resolution of the Board Guardian Receivership Bankruptcy Limited Liability Company Trust Business Trust Statutory Trust Voting Trust Other



UNCONTROLLED COPY WHEN DOWNLOADED