

Application Letter for 14 CFR 119.65 Required Management Personnel

The application letter must include a résumé and qualification summary for each person selected to serve in the following positions, or equivalent:

- Director of Operations
- Director of Maintenance
- Director of Safety
- Chief Pilot
- Chief Inspector

The qualification summary must contain sufficient detail (i.e., certificates, ratings, and experience) to demonstrate the candidate meets the qualification requirements of 14 CFR § 119.67. If individuals have only the minimum experience required by the regulations, they should provide their work history in months and years and include brief descriptions of their work experience. The FAA will use the résumé and qualification summary to validate that minimum experience requirements have been met.

Deviations may be available for applicants who wish to employ people in required management positions who lack the required pilot-in-command (PIC) experience, operational management experience, or aircraft maintenance experience, but possess other comparable experience, which suitably prepares them for the position. See FAA Order 8900.1, Volume 2, Chapter 2, Section 3, for more information.