U.S. Department
of Transportation

Federal Aviation Administration

Advisory Circular

Subject: ANNOUNCEMENT OF AVAILABILITY--PASSENGER FACILITY CHARGE (PFC) APPLICATION (FAA FORM 5500-1)

Date: 7/15/94
Initiated by: APP-530

AC No: 150/5000-12
Change:

1. PURPOSE. This advisory circular provides guidance for the submission of the Passenger Facility Charge (PFC) application, FAA Form 5500-1, Appendix 1. A public agency may apply for the authority to impose a PFC at any commercial service airport it controls to finance airport-related projects to be carried out at that airport or at any existing or proposed airport which the public agency controls. Federal Aviation Regulation (FAR) Part 158 gives complete details on how to complete the application.

2. HOW TO ORDER. Copies of FAA Form 5500-1 may be obtained from any Federal Aviation Administration local Airports office. The National Stock Number is 0052-00-915-9000. For additional information, contact the local Airports office or the PFC Branch, FAA Headquarters, (202) 267-3845.

Paul L. Galis

PAUL L. GALIS
Director, Office of Airport Planning and Programming

PASSENGER FACILITY CHARGE (PFC) APPLICATION (FAA FORM 5500-1)

OMB Approved: 2120-0557

U.S. Department of Transportation
Federal Aviation Administration

Passenger Facility Charge (PFC) Application

1. Application Type *(Check all that apply)*

- ☐ a. Impose PFC Charges
- ☐ b. Use PFC Revenue
- ☐ c. Amend PFC No.: _____

FAA USE ONLY

Date Received	Action		
_____		☐ Approved	Date of Action: _____
		☐ Approved in Part	
		☐ Disapproved	PFC No.: _____

PART I

2. Public Agency Name, Address, and Contact Person

Agency Name _____

Address _____

City, State, ZIP _____

Contact Person _____

3. Airport(s) To Use:

PART II

4. Charges

a. Airport to Impose:	b. Total Estimated Net PFC Revenue:	c. Level:	d. Proposed Effective Date:	e. Estimated Expiration Date:
		☐ $1.00 ☐ $2.00 ☐ $3.00		

PART III

5. Attachments *(Check all That Apply)*

	Attached	Submitted with Application Dated:	
a.	☐	☐ _____	Airport Capital Improvement Plan
b.	☐	☐ _____	Project Information
c.	☐	☐ _____	Air Carrier Consultation Information
d.	☐	☐ _____	Request to Exclude Class(es) of Carriers
e.	☐	☐ _____	Alternative Uses / Projects
f.	☐	☐ _____	_____

6a. Date of Written Notice to Air Carriers:

6b. Date of Consultation Meeting with Air Carriers:

PART IV

7. With respect to this PFC application I hereby certify as follows:

To the best of my knowledge and belief, all data in this application are true and correct;

This application has been duly authorized by the governing body of the public agency;

The public agency will comply with the attached assurances if the application is approved; and

For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed.

a. Typed Name of Authorized Representative	b. Title	c. Telephone Number d. Fax Number
e. Signature of Authorized Representative		f. Date Signed

FAA Form 5500-1 (6-94)

NSN: 0052-00-915-9900

Instructions for Preparation of Passenger Facility Charge (PFC) Application Form

1. **Application Type** *(Check all that apply.)*
   a. **Impose PFC Charges.** Check box when applying for authority to impose.
   b. **Use PFC Revenue.** Check box when: (1) applying for authority to use where the authority to impose a PFC has previously been approved or (2) applying for authority to impose and authority to use concurrently.
   c. **Amend PFC No.** Check box when proposing to amend an approved PFC. Enter the PFC number assigned by FAA.

2. **Public Agency Name, Address, and Contact Person.** Enter the legal name and full address of the public agency as well as the name of a person to contact concerning the application.

3. **Airport(s) To Use.** Enter the official name of the airport or airports at which a PFC financed project is proposed.

4. **Charges.**
   a. **Airport to Impose.** Enter the official airport name at which the PFC is to be imposed.
   b. **Total Estimated Net PFC Revenue.** Enter the total net PFC revenue estimated to be collected as a result of this application.
   c. **Level.** Check the one block which reflects the PFC amount to be imposed.
   d. **Proposed Effective Date.** Enter the proposed charge effective date, which is the date air carriers are expected to begin collecting the PFC.
   e. **Estimated Expiration Date.** Enter the estimated charge expiration date, which is the date carriers are expected to cease collecting the PFC.

5. **Attachments.**
   a. **Attached.** Check each block that applies to the particular application being submitted. Additional details on each attachment are provided in the section entitled "Instructions for Attachments to PFC Application Form."
   b. **Submitted With Previous Application Dated.** Check each block that applies, i.e., the attachment has been submitted with a previous application which has been approved. For each block checked, provide the date of the application with which the attachment was submitted.

6. a. **Date of Written Notice to Air Carriers.** Enter the date written notice was provided to air carriers as required by 14 CFR Part 158, section 158.23(a).
   b. **Date of Consultation Meeting with Carriers.** Enter the date of the consultation meeting as required by 14 CFR Part 158, section 158.23(a)(4).

7. a. **Typed Name of Authorized Representative.** Self-explanatory.
   b. **Title.** Enter the title of the authorized representative given in 7.a.
   c. **Telephone.** Enter the telephone number, including area code, of the authorized representative.
   d. **FAX Number.** Enter the FAX number, including area code, of authorized representative.
   e. **Signature of Authorized Representative.** Self-explanatory.
   f. **Date Signed.** Self explanatory.

8. Submit two copies of the application and all attachments to the local FAA Airports Office. Also, submit one copy of the application and all attachments to:

   Federal Aviation Administration
   Passenger Facility Charge Branch, APP-530
   800 Independence Avenue, SW.
   Washington, DC 20591

FAA Form 5500-1 (6-94)

NSN: 0052-00-915-9000

Instructions for Preparing Attachments for PFC Application Form Section 5 of FAA Form 5500-1

(Put each applicable attachment on separate pages of plain bond paper)

a. Airport Capital Improvement Plan.

For an application to impose a PFC or a concurrent application to impose and use, submit:

A copy of the airport capital improvement plan or other documentation of planned improvements (AIP, PFC, and non-federally funded) for **each** airport at which a PFC financed project is proposed.

For an application to use PFC revenue where authority to impose has been previously approved, include:

Any revision or update to the airport capital improvement plan since the previous approval.

b. Project Information.

Complete a separate Attachment B for each proposed project using the form provided. In addition to the hard copies submitted with the application, submit one copy of each Attachment B on a computer diskette in ASCII format. The following are instructions for completing the form. The paragraph of FAR PART 158 which pertains to the information required is provided in parenthesis.

(1) AIRPORT WHERE PROJECT IS LOCATED [158.25(b)(4)]

(2) TYPE OF APPROVAL REQUESTED [158.25(a)]

(3) PROJECT TITLE [158.25(b)(16)]

(4) PROJECT DESCRIPTION [158.25(b)(6)]:

a) For terminal development projects adding gates, include the number of gates being added.

b) For a USE project, where the impose authority was previously approved, highlight any changes from the originally approved description. Note that "material" changes to a project, such as increasing the length of a taxiway, are acceptable when applying for USE approval. However, changing a taxiway project to extension of a runway is not a "material" change. Such changes require the submittal of the project as a new IMPOSE and USE project.

c) Where appropriate, include a sketch showing the location of the work.

(5) PROJECT JUSTIFICATION [158.25(b)(7)]:

a) If the proposed project involves terminal development, including gates and related areas, discuss any existing conditions that limit competition between and among air carriers and foreign air carriers at the airport, any initiatives proposed to foster opportunities for enhanced competition between and among such carriers, and the expected results of such initiatives.

b) For projects such as runway extensions and new runways, project justification bears on AIP project eligibility. Further discussion and documentation is required in such cases. Referenced documents should be attached. For example, runway extensions need a justification in terms of numbers and types of operations which require a longer runway. Also, land acquisitions need a discussion of the proposed use for the property.

(6) PROJECT OBJECTIVE [158.25(b)(7)]:

Provide information on the extent to which the project achieves one or more of the following objectives:

a) Preserve or enhance safety, security, or capacity of the national air transportation system;

b) Reduce noise or mitigate noise impacts resulting from the airport; or,

c) Furnish opportunities for enhanced competition between or among air carriers.

State how the project accomplishes the specific objective listed above. For example, widening a runway to meet FAA standards enhances safety. Explanations may be limited.

(7) ESTIMATED PROJECT IMPLEMENTATION and COMPLETION DATES [158.25(b)(14)(iv)]:

a) List projected dates of project implementation and completion.

b) Indicate any pending actions upon which the project implementation is dependent.

c) Implementation of a project means:

1) with respect to a construction project, issuance of a notice to proceed or the start of physical construction;

2) with respect to non-construction projects, other that land acquisition, commencement of work by a contractor or public agency to carry out the statement of work; or

3) with respect to property acquisition projects, commencement of title search, surveying, or appraisal for a significant portion of the property to be acquired.

4) If the proposed project contains both design and construction work, the project implementation date is the date of the notice to proceed (or start of physical construction) for the construction project.

(8) For an IMPOSE ONLY project, estimate date that USE application will be submitted to the FAA [158.25(b)(14)(iii)].

(9) ALP APPROVAL [158.25(c)(1)(ii(A)]: Projects submitted for IMPOSE and USE or USE approval must be shown on an FAA approved ALP (if applicable).

(10) ENVIRONMENTAL REVIEW [158.25(c)(1)(ii)(B)]: All environmental reviews required by NEPA must be complete for projects submitted for IMPOSE and USE or USE approval (if applicable).

FAA Form 5500-1 (6-94)

NSN: 0052-00-915-9000

(11) AIRSPACE DETERMINATION [158.25(c)(1)(ii)(C)]: The final FAA airspace determination must be complete for projects submitted for IMPOSE and USE or USE approval (if applicable).

(12) CARRIERS CERTIFYING AGREEMENT [158.25(b)(11)(iii)]: List all air carriers which certified agreement with this project following consultation.

(13) CARRIERS CERTIFYING DISAGREEMENT [158.25(b)(11)(iii) and (iv)]:

a) List all air carriers which certified disagreement with this project following consultation.

b) Provide a recap of each disagreement and the reasons for proceeding with the project in the face of this disagreement. Be specific. Similar disagreements by two or more air carriers do not have to be repeated.

(14) FINANCING PLAN [158.25(b)(13)]: Use the format provided in Attachment B. If the project was previously approved for authority to IMPOSE and costs or method of financing have changed, provide the original financing plan and a current financing plan. Note that PFC "Pay-as-you-go" is defined as PFC funds used to pay construction costs directly as opposed to paying debt service on bonds.

(15) BACK-UP FINANCING PLAN [158.25(b)(16)]: If proposed AIP discretionary funds are included in the Financing Plan (No. 14 above), provide a Back-up Financing Plan (using the format in No. 14 or in narrative form), or a project phasing plan, in the event the discretionary funds are not available for the project.

c. Air Carrier Consultation Information.

For an application to impose a PFC or a concurrent application to impose and use, supply:

A summary of consultation with air carriers and foreign air carriers operating at the airport, including:

(1) A list of such carriers and those notified:

(2) A list of carriers that acknowledged receipt of the notice;

(3) A copy of the information provided to the carriers at or before the consultation meeting, and after the meeting (if applicable).

For an application to use PFC revenue where authority to impose has been previously approved, submit:

A summary of further consultation undertaken with the air carriers and foreign air carriers operating at the airport. [A consultation meeting is optional.]

For an application to amend an existing PFC, submit:

A summary of further consultation undertaken with the air carriers and foreign air carriers operating at the airport including the carriers' agreement or disagreement. In the event of any carrier disagreement, submit the reasons presented by the carriers for disagreeing with the proposed amendment and the public agency's reasons for requesting the amendment in the face of such disagreement.

d. Request to exclude a class or classes of carriers from PFC collection.

For an application to impose a PFC or a concurrent application to impose and use that includes a request that a class or classes of carriers not be required to collect PFC's, submit:

(1) A request to exclude a class or classes of carriers;

(2) A copy of the information provided to the carriers during consultation including;

(i) the designation of each such class,

(ii) the names of the carriers belonging to each such class, to the extent the names are known,

(iii) the estimated number of passengers enplaned annually by each such class, and

(iv) the public agency's reasons for requesting that carriers in each such class not be required to collect the PFC;

(3) A copy of the carriers' comments with respect to such information;

(4) A list of any class or classes of carriers that would not be required to collect a PFC if the request is approved;

(5) The public agency's reasons for submitting the request in the face of any opposing comments.

For an application to amend an existing PFC when requesting to establish a new class of carriers or to amend a previously approved class of carriers that would not be required to collect the PFC.

If applicable, a request to exclude a class or classes of carriers from the requirement to collect PFCs including that information required by items d(1) through (5) above. For an amended request, include a summary of further consultation with all carriers operating at the airport and the public agency's justification for the request.

e. Alternative Uses / Projects.

For an application to impose a PFC (which is not accompanied by a concurrent application for authority to use PFC revenue), submit a description and justification of alternative uses of the PFC revenue to ensure such revenue can be used on eligible projects in the event the proposed project cannot be implemented.

f. Other.

Please indicate any other materials attached to the application.

FAA Form 5500-1 (6-94) NSN: 0052-00-915-9000

*U.S. G.P.O.:1994-301-717:28

U.S. Department
of Transportation

**Federal Aviation
Administration**

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U.S. Department
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**Federal Aviation
Administration**

Advisory Circular

Subject: ANNOUNCEMENT OF AVAILABILITY--PASSENGER FACILITY CHARGE (PFC) APPLICATION (FAA FORM 5500-1)

Date: 7/15/94
Initiated by: APP-530

AC No: 150/5000-12
Change:

1. PURPOSE. This advisory circular provides guidance for the submission of the Passenger Facility Charge (PFC) application, FAA Form 5500-1, Appendix 1. A public agency may apply for the authority to impose a PFC at any commercial service airport it controls to finance airport-related projects to be carried out at that airport or at any existing or proposed airport which the public agency controls. Federal Aviation Regulation (FAR) Part 158 gives complete details on how to complete the application.

2. HOW TO ORDER. Copies of FAA Form 5500-1 may be obtained from any Federal Aviation Administration local Airports office. The National Stock Number is 0052-00-915-9000. For additional information, contact the local Airports office or the PFC Branch, FAA Headquarters, (202) 267-3845.

Paul L. Galis

PAUL L. GALIS
Director, Office of Airport Planning and Programming

PASSENGER FACILITY CHARGE (PFC) APPLICATION (FAA FORM 5500-1)

OMB Approved: 2120-0557

U.S. Department of Transportation
Federal Aviation Administration

Passenger Facility Charge (PFC) Application

1. Application Type *(Check all that apply)*

- ☐ a. Impose PFC-Charges
- ☐ b. Use PFC Revenue
- ☐ c. Amend PFC No.: _____

FAA USE ONLY

Date Received	Action		
_____		☐ Approved	Date of Action: _____
		☐ Approved in Part	
		☐ Disapproved	PFC No.: _____

PART I

2. Public Agency Name, Address, and Contact Person

Agency Name _____

Address _____

City, State, ZIP _____

Contact Person _____

3. Airport(s) To Use:

PART II

4. Charges

a. Airport to Impose:	b. Total Estimated Net PFC Revenue:	c. Level:	d. Proposed Effective Date:	e. Estimated Expiration Date:
		☐ $1.00 ☐ $2.00 ☐ $3.00		

PART III

5. Attachments *(Check all That Apply)*

	Attached	Submitted with Application Dated:	
a.	☐	☐ _____	Airport Capital Improvement Plan
b.	☐	☐ _____	Project Information
c.	☐	☐ _____	Air Carrier Consultation Information
d.	☐	☐ _____	Request to Exclude Class(es) of Carriers
e.	☐	☐ _____	Alternative Uses / Projects
f.	☐	☐ _____	_____

6a. Date of Written Notice to Air Carriers:	6b. Date of Consultation Meeting with Air Carriers:

PART IV

7. With respect to this PFC application I hereby certify as follows:

To the best of my knowledge and belief, all data in this application are true and correct;

This application has been duly authorized by the governing body of the public agency;

The public agency will comply with the attached assurances if the application is approved; and

For those projects for which approval to use PFC revenue is requested, all applicable ALP approvals, airspace determinations, and environmental reviews required by the National Environmental Policy Act have been completed.

a. Typed Name of Authorized Representative	b. Title	c. Telephone Number d. Fax Number
e. Signature of Authorized Representative		f. Date Signed

Instructions for Preparation of Passenger Facility Charge (PFC) Application Form

1. **Application Type** *(Check all that apply.)*
   a. **Impose PFC Charges.** Check box when applying for authority to impose.
   b. **Use PFC Revenue.** Check box when: (1) applying for authority to use where the authority to impose a PFC has previously been approved or (2) applying for authority to impose and authority to use concurrently.
   c. **Amend PFC No.** Check box when proposing to amend an approved PFC. Enter the PFC number assigned by FAA.

2. **Public Agency Name, Address, and Contact Person.** Enter the legal name and full address of the public agency as well as the name of a person to contact concerning the application.

3. **Airport(s) To Use.** Enter the official name of the airport or airports at which a PFC financed project is proposed.

4. **Charges.**
   a. **Airport to Impose.** Enter the official airport name at which the PFC is to be imposed.
   b. **Total Estimated Net PFC Revenue.** Enter the total net PFC revenue estimated to be collected as a result of this application.
   c. **Level.** Check the one block which reflects the PFC amount to be imposed.
   d. **Proposed Effective Date.** Enter the proposed charge effective date, which is the date air carriers are expected to begin collecting the PFC.
   e. **Estimated Expiration Date.** Enter the estimated charge expiration date, which is the date carriers are expected to cease collecting the PFC.

5. **Attachments.**
   a. **Attached.** Check each block that applies to the particular application being submitted. Additional details on each attachment are provided in the section entitled "Instructions for Attachments to PFC Application Form."
   b. **Submitted With Previous Application Dated.** Check each block that applies, i.e., the attachment has been submitted with a previous application which has been approved. For each block checked, provide the date of the application with which the attachment was submitted.

6. a. **Date of Written Notice to Air Carriers.** Enter the date written notice was provided to air carriers as required by 14 CFR Part 158, section 158.23(a).
   b. **Date of Consultation Meeting with Carriers.** Enter the date of the consultation meeting as required by 14 CFR Part 158, section 158.23(a)(4).

7. a. **Typed Name of Authorized Representative.** Self-explanatory.
   b. **Title.** Enter the title of the authorized representative given in 7.a.
   c. **Telephone.** Enter the telephone number, including area code, of the authorized representative.
   d. **FAX Number.** Enter the FAX number, including area code, of authorized representative.
   e. **Signature of Authorized Representative.** Self-explanatory.
   f. **Date Signed.** Self explanatory.

8. Submit two copies of the application and all attachments to the local FAA Airports Office. Also, submit one copy of the application and all attachments to:

   Federal Aviation Administration
   Passenger Facility Charge Branch, APP-530
   800 Independence Avenue, SW.
   Washington, DC 20591

FAA Form 5500-1 (6-94)
NSN: 0052-00-915-9000

Instructions for Preparing Attachments for PFC Application Form
Section 5 of FAA Form 5500-1
(Put each applicable attachment on separate pages of plain bond paper)

a. Airport Capital Improvement Plan.

For an application to impose a PFC or a concurrent application to impose and use, submit:

A copy of the airport capital improvement plan or other documentation of planned improvements (AIP, PFC, and non-federally funded) for **each** airport at which a PFC financed project is proposed.

For an application to use PFC revenue where authority to impose has been previously approved, include:

Any revision or update to the airport capital improvement plan since the previous approval.

b. Project Information.

Complete a separate Attachment B for each proposed project using the form provided. In addition to the hard copies submitted with the application, submit one copy of each Attachment B on a computer diskette in ASCII format. The following are instructions for completing the form. The paragraph of FAR PART 158 which pertains to the information required is provided in parenthesis.

(1) AIRPORT WHERE PROJECT IS LOCATED [158.25(b)(4)]

(2) TYPE OF APPROVAL REQUESTED [158.25(a)]

(3) PROJECT TITLE [158.25(b)(16)]

(4) PROJECT DESCRIPTION [158.25(b)(6)]:

a) For terminal development projects adding gates, include the number of gates being added.

b) For a USE project, where the impose authority was previously approved, highlight any changes from the originally approved description. Note that "material" changes to a project, such as increasing the length of a taxiway, are acceptable when applying for USE approval. However, changing a taxiway project to extension of a runway is not a "material" change. Such changes require the submittal of the project as a new IMPOSE and USE project.

c) Where appropriate, include a sketch showing the location of the work.

(5) PROJECT JUSTIFICATION [158.25(b)(7)]:

a) If the proposed project involves terminal development, including gates and related areas, discuss any existing conditions that limit competition between and among air carriers and foreign air carriers at the airport, any initiatives proposed to foster opportunities for enhanced competition between and among such carriers, and the expected results of such initiatives.

b) For projects such as runway extensions and new runways, project justification bears on AIP project eligibility. Further discussion and documentation is required in such cases. Referenced documents should be attached. For example, runway extensions need a justification in terms of numbers and types of operations which require a longer runway. Also, land acquisitions need a discussion of the proposed use for the property.

(6) PROJECT OBJECTIVE [158.25(b)(7)]:

Provide information on the extent to which the project achieves one or more of the following objectives:

a) Preserve or enhance safety, security, or capacity of the national air transportation system;

b) Reduce noise or mitigate noise impacts resulting from the airport; or,

c) Furnish opportunities for enhanced competition between or among air carriers.

State how the project accomplishes the specific objective listed above. For example, widening a runway to meet FAA standards enhances safety. Explanations may be limited.

(7) ESTIMATED PROJECT IMPLEMENTATION and COMPLETION DATES [158.25(b)(14)(iv)]:

a) List projected dates of project implementation and completion.

b) Indicate any pending actions upon which the project implementation is dependent.

c) Implementation of a project means:

1) with respect to a construction project, issuance of a notice to proceed or the start of physical construction;

2) with respect to non-construction projects, other that land acquisition, commencement of work by a contractor or public agency to carry out the statement of work; or

3) with respect to property acquisition projects, commencement of title search, surveying, or appraisal for a significant portion of the property to be acquired.

4) If the proposed project contains both design and construction work, the project implementation date is the date of the notice to proceed (or start of physical construction) for the construction project.

(8) For an IMPOSE ONLY project, estimate date that USE application will be submitted to the FAA [158.25(b)(14)(iii)].

(9) ALP APPROVAL [158.25(c)(1)(ii(A)]: Projects submitted for IMPOSE and USE or USE approval must be shown on an FAA approved ALP (if applicable).

(10) ENVIRONMENTAL REVIEW [158.25(c)(1)(ii)(B)]: All environmental reviews required by NEPA must be complete for projects submitted for IMPOSE and USE or USE approval (if applicable).

FAA Form 5500-1 (6-94)

NSN: 0052-00-915-9000

(11) AIRSPACE DETERMINATION [158.25(c)(1)(ii)(C)]: The final FAA airspace determination must be complete for projects submitted for IMPOSE and USE or USE approval (if applicable).

(12) CARRIERS CERTIFYING AGREEMENT [158.25(b)(11)(iii)]: List all air carriers which certified agreement with this project following consultation.

(13) CARRIERS CERTIFYING DISAGREEMENT [158.25(b)(11)(iii) and (iv)]:

a) List all air carriers which certified disagreement with this project following consultation.

b) Provide a recap of each disagreement and the reasons for proceeding with the project in the face of this disagreement. Be specific. Similar disagreements by two or more air carriers do not have to be repeated.

(14) FINANCING PLAN [158.25(b)(13)]: Use the format provided in Attachment B. If the project was previously approved for authority to IMPOSE and costs or method of financing have changed, provide the original financing plan and a current financing plan. Note that PFC "Pay-as-you-go" is defined as PFC funds used to pay construction costs directly as opposed to paying debt service on bonds.

(15) BACK-UP FINANCING PLAN [158.25(b)(16)]: If proposed AIP discretionary funds are included in the Financing Plan (No. 14 above), provide a Back-up Financing Plan (using the format in No. 14 or in narrative form), or a project phasing plan, in the event the discretionary funds are not available for the project.

c. Air Carrier Consultation Information.

For an application to impose a PFC or a concurrent application to impose and use, supply:

A summary of consultation with air carriers and foreign air carriers operating at the airport, including:

(1) A list of such carriers and those notified:

(2) A list of carriers that acknowledged receipt of the notice;

(3) A copy of the information provided to the carriers at or before the consultation meeting, and after the meeting (if applicable).

For an application to use PFC revenue where authority to impose has been previously approved, submit:

A summary of further consultation undertaken with the air carriers and foreign air carriers operating at the airport. [A consultation meeting is optional.]

For an application to amend an existing PFC, submit:

A summary of further consultation undertaken with the air carriers and foreign air carriers operating at the airport including the carriers' agreement or disagreement. In the event of any carrier disagreement, submit the reasons presented by the carriers for disagreeing with the proposed amendment and the public agency's reasons for requesting the amendment in the face of such disagreement.

d. Request to exclude a class or classes of carriers from PFC collection.

For an application to impose a PFC or a concurrent application to impose and use that includes a request that a class or classes of carriers not be required to collect PFC's, submit:

(1) A request to exclude a class or classes of carriers;

(2) A copy of the information provided to the carriers during consultation including;

(i) the designation of each such class,

(ii) the names of the carriers belonging to each such class, to the extent the names are known,

(iii) the estimated number of passengers enplaned annually by each such class, and

(iv) the public agency's reasons for requesting that carriers in each such class not be required to collect the PFC;

(3) A copy of the carriers' comments with respect to such information;

(4) A list of any class or classes of carriers that would not be required to collect a PFC if the request is approved;

(5) The public agency's reasons for submitting the request in the face of any opposing comments.

For an application to amend an existing PFC when requesting to establish a new class of carriers or to amend a previously approved class of carriers that would not be required to collect the PFC.

If applicable, a request to exclude a class or classes of carriers from the requirement to collect PFCs including that information required by items d(1) through (5) above. For an amended request, include a summary of further consultation with all carriers operating at the airport and the public agency's justification for the request.

e. Alternative Uses / Projects.

For an application to impose a PFC (which is not accompanied by a concurrent application for authority to use PFC revenue), submit a description and justification of alternative uses of the PFC revenue to ensure such revenue can be used on eligible projects in the event the proposed project cannot be implemented.

f. Other.

Please indicate any other materials attached to the application.

FAA Form 5500-1 (6-94) NSN: 0052-00-915-9000

*U.S. G.P.O.:1994-301-717:28

U.S. Department
of Transportation

**Federal Aviation
Administration**

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