



**Waterloo-Wellington Flight Centre - Authorization Form (v3.0 Aug 2021)**

This form must be completed and submitted to dispatch at the time of sign-out trips more than 4 hours or with a crossing into the USA. Please submit the request 48 hours in advance to the CFI for approval.

- Flight(s) over 4 hours in duration
- Flight(s) into USA
- Flight(s) that will remain overnight

<input type="checkbox"/> Student flight (Restrictions may be applied)
<input type="checkbox"/> Rental flight

**Journey Log: Flights overnight will require the pilot to review the Back of this form.**

**\*\*\*Instructor Authorization is needed to enter times into a student PTR\*\*\***

**Information – Pilot and Pax:**

Pilot and Pax - Names	Contact Number (Cell)	Weights of Pax / Bags
1		
2		
3		
4		

Pilot's Total Time	Aircraft Type	Aircraft Registration	Emergency Contact Number

Pilot's Time on Type	Intended Route (Fuel Stops)

Departure Date	Departure Time	Return Date	Return Time	Est. Total Time of Usage on Aircraft

Trip to be a Training Flight (Student Solo)	Student's Instructor	Rental Flight	Name and Contact of FBO where aircraft will be overnight

**Flights to the USA:**

- Valid Passports
- EAPIS / Forms / Customs Contacted

Pilot Certification: As a PIC, I accept full responsibility for the safe conduct of this flight. I certify that I am familiar with all pertinent information relevant to this flight: Weather, WWFC Safety Information, Destination Information, etc. I also certify that I will carry out the flight in accordance with the CAR's / FAA regulations and WWFC rules. I certify that I am qualified and current on this type of aircraft type according to WWFC rules and my licence & medical are valid for the time period of this trip. I further certify that a copy of the weight and balance report has been left on file with the Flight Centre before departing.

Pilot Name, Signature, Lic. Number \_\_\_\_\_

CFI Approval: \_\_\_\_\_ Date: \_\_\_\_\_

