

TDC Aircraft Flight Scheduling Form

(Highlight Fixed or Rotorwing)

PROJECT NAME:	FLIGHT DATE:	TIME:	
REQUESTORS NAME and #:	CHARGE CODE:		
PROJECT DESCRIPTION & PICKUP LOCATION:		ELEVATION:	
LATITUDE (DD° MM.MM):	LONGITUDE (DDD° MM.MM):		
DESTINATION LOCATION:		ELEVATION:	
LATITUDE (DD° MM.MM):	LONGITUDE (DDD° MM.MM):		
SPECIAL REMARKS:			

MANIFEST (List passengers and equipment):

1	5
2	6
3	7
4	8

Form Instructions for Requester:

1. **Project Name:** Enter Name of project
2. **Flight Date:** Entered desired date(s) of flight
3. **Time:** Enter desired pickup time
4. **Requesters Name and #:** Enter name and phone number of project manager
5. **Charge Code:** Job code with fiscal year and override
6. **Project Description and Pickup location:** Describe project mission, elevation and coordinates of pickup location
7. **Destination Location:** Describe destination location, elevation and coordinates of destination
8. **Special Remarks:** provide any additional information for mission planning
9. **Click Submit** and the form will be e-mailed to grte_dispatch@nps.gov, wytcd@firenet.gov, and kyle.stump@usda.gov
10. **Call** Dispatch at 307-739-3630 and the Aviation Officer at 307-739-5524 to confirm receipt and/or discuss details of the mission