

FIELDING THE CALL...

Don't shoot the messenger

Date & time of call

Name & organization of caller

Phone & fax number of caller

Address of caller

Call the person back Get all the facts

Date & time of accident

Make & model of aircraft

Registration #

Location of accident

Medical condition of persons involved

Names of health care facilities providing treatment

Extent of damage to aircraft

Whether police, fire, rescue or FAA are en route or on the scene

Whether other government agencies have been notified

INFORMATION...

Emergency contact information and addresses

Pilot / Owner File

Paper Records

▪ Medical _____

▪ Flight Review _____

▪ IPC _____

▪ Transition Training Record

MyFBO Records

▪ Medical _____

▪ Flight Review _____

▪ IPC _____

▪ APC _____

▪ **PRINT**: Previous Flights

▪ **PRINT**: Training Record

Aircraft Data

Secure Aircraft Logbooks

PRINT: MyFBO Maintenance Records

Registered Owner Name:

Weather and Trip Data

METAR history:

<http://adds.aviationweather.gov/metars/>

MyFBO Trip Remarks for destination and passengers

Calculate Weight and Balance

PRINT: Flight Path:

<http://flightaware.com/live/>

Contact Originating FBO

Contact maintenance facility that conducted last annual / 100 hour
