Public Declaration Letter

The FAA Legal Office has cautioned us to not provide a template since the public declaration letter must represent the understanding to the parties that are submitting them. Having said this there is some basic pieces to the declaration letter that must be present.

1. The public declaration letter is on official letterhead from the entity making the declaration (your department cannot self certify your public aircraft status) and your public agency is named in the letter.

2. The individual making the declaration is in a position to determine that the entity requesting to operate as a public aircraft operator is actually qualified. Hence the reason why for a public agency the City, County or State attorney General is the appropriate party to make that declaration.

3. That the public declaration letter references the two sections in title 49 USC (40102A(41)(C) and 40125B) so that the individual making the declaration understands that the entity is a political subdivision of the state based on these sections.

4. They reference some section in your State Statue that declares that the entity qualifies as apolitical sub division of the state for the purposes of operating as a public aircraft operator.

5. That the public agency that is requesting to operate as a public aircraft operator will not operate for compensation or hire in reference to Title 49 USC 40125B.

6. And that the declaration letter is dated and signed by the individual making the declaration.

Please email me the signed letter and forward a copy to;

Federal Aviation Administration
Scott J. Gardner
Acting Air traffic Manager
Unmanned Aircraft Tactical Operations, AJV-115
490 L'Enfant Plaza SW Suite 7105
Washington DC 20024