

**LICENSE APPLICATION FOR
AIRPORT MANAGER AND ASSISTANT MANAGER**
Information required by Act 327 P.A. of 1945, as amended, to obtain a license

INSTRUCTIONS

Return completed form to Michigan Department of Transportation, Bureau of Aeronautics and Freight Services, 2700 Port Lansing Road, Lansing, Michigan 48906-2160. If you have questions or require additional information, contact the Bureau of Aeronautics and Freight Services at 517-335-9681 or at www.michigan.gov/aero.

AERONAUTICAL FACILITY INFORMATION	
ASSOCIATED CITY	DATE
OFFICIAL FACILITY NAME	
MAIN TELEPHONE NUMBER	FAX NUMBER
FACILITY ADDRESS (address, city, state, zip) and MAILING ADDRESS, if different	
OWNER	
MANAGER/ASSISTANT MANAGER INFORMATION	

Responsibilities and Duties of the Airport Manager(s)

- Assist appropriate authorities in enforcement of federal, state, and local rules and regulations pertaining to airports, aircraft and airmen.
- Determine that all licensed aeronautical facility requirements for the class under which the site is licensed are maintained.
- Determine and take appropriate action to assure that all locally based commercial activities operating on the licensed aeronautical facility have appropriate licenses and registrations as issued by federal and state agencies.
- Post local rules, traffic patterns, and noise abatement procedures, if any.
- File notice with the proper federal agency indicating any change in the aeronautical facility condition.
- Note and advise the commission of a proposed construction or zoning change adjacent to or near the licensed aeronautical facility that would affect air navigation safety or use.
- Advise sponsors of new and proposed construction of federal regulations pertaining to objects affecting navigable airspace.

Manager

Assistant Manager

NAME	DATE OF EXAM
AIRPORT BUSINESS MAILING ADDRESS	EXAM SCORE
DAYTIME TELEPHONE NUMBER	EVENING TELEPHONE NUMBER
LIC #	
E-MAIL ADDRESS	

I certify that I have read the "Responsibilities and Duties of Airport Managers" listed above on this application and will abide by them to the best of my ability.

SIGNATURE	DATE
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In the event YOU are NOT the owner of the facility, the following should be attested to by a proper official.

I/We hereby appoint the individual designated above as Airport Manager/Assistant Manager and authorize him/her to exercise authority in the enforcement of the Rules and Regulations pertaining to the airport, and to take such action as may be required in the interest of safety to the public, aircraft and pilots or as authorized under the Michigan Aeronautics Code.	
AUTHORIZED OFFICIAL SIGNATURE	DATE
NAME OF AUTHORIZED OFFICIAL TO APPOINT MANAGER/ASST MANAGER	TITLE