

**Figure D4B – Sample Letter , Request for Initial, Upgrade, or Reinstatement Evaluation**

**Attachment: FSTD Information Form  
INFORMATION**

**Date:** \_\_\_\_\_

**Section 1. FSTD Information and Characteristics**

<b>Sponsor Name:</b>	_____	<b>FSTD Location:</b>	_____
<b>Address:</b>	_____	<b>Physical Address:</b>	_____
<b>City:</b>	_____	<b>City:</b>	_____
<b>State:</b>	_____	<b>State:</b>	_____
<b>Country:</b>	_____	<b>Country:</b>	_____
<b>ZIP:</b>	_____	<b>ZIP:</b>	_____
<b>Manager</b>	_____		
<b>Sponsor ID No:</b> <i>(Four Letter FAA Designator)</i>	_____	<b>Nearest Airport:</b> <i>(Airport Designator)</i>	_____

<b>Type of Evaluation Requested:</b>				<input type="checkbox"/> Initial <input type="checkbox"/> Upgrade <input type="checkbox"/> Recurrent <input type="checkbox"/> Special <input type="checkbox"/> Reinstatement			
<b>Qualification Basis:</b>	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> Interim C	<input type="checkbox"/> C	<input type="checkbox"/> D		
	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> Provisional Status				
<b>Initial Qualification:</b> <i>(If Applicable)</i>	<b>Date:</b> _____ <b>Level</b> _____		<b>Manufacturer's Identification/Serial No:</b>	_____			
<b>Upgrade Qualification:</b> <i>(If Applicable)</i>	<b>Date:</b> _____ <b>Level</b> _____ MM/DD/YYYY		<input type="checkbox"/> eQTG				

<b>Other Technical Information:</b>			
<b>FAA FSTD ID No:</b> <i>(If Applicable)</i>	_____	<b>FSTD Manufacturer:</b>	_____
<b>Convertible FSTD:</b>	<input type="checkbox"/> Yes:	<b>Date of Manufacture:</b>	_____ MM/DD/YYYY
<b>Related FAA ID No.</b> <i>(If Applicable)</i>	_____	<b>Sponsor FSTD ID No:</b>	_____
<b>Aircraft model/series:</b>	_____	<b>Source of aerodynamic model:</b>	_____
<b>Engine model(s) and data revision:</b>	_____	<b>Source of aerodynamic coefficient data:</b>	_____
<b>FMS identification and revision level:</b>	_____	<b>Aerodynamic data revision number:</b>	_____
<b>Visual system manufacturer/model:</b>	_____	<b>Visual system display:</b>	_____
<b>Flight control data revision:</b>	_____	<b>FSTD computer(s) identification:</b>	_____
<b>Motion system manufacturer/type:</b>	_____		

<b>National Aviation Authority (NAA):</b> <i>(If Applicable)</i>	_____		_____
<b>NAA FSTD ID No:</b>	_____	<b>Last NAA Evaluation Date:</b>	_____
<b>NAA Qualification Level:</b>	_____		
<b>NAA Qualification Basis:</b>	_____		