



U.S. Department
of Transportation
**Federal Aviation
Administration**

Charlotte Flight Standards District Office, EA-68
3800 Arco Corporate Drive, Suite 233
Charlotte, NC 28273
Office: (704)319-7020
Fax: (704) 319-7022

Dear Inspection Authorization Holder:

The Charlotte Flight Standards District Office (FSDO) and the FAASTeam are hosting the 2015 Inspection Authorization (IA) Refresher Seminar on Saturday, March 7, 2015 at the Gaston College and Textile Technology Center.

The seminar held will be for “TRAINING ONLY”. Training certificates will be issued at the end of the seminar. Due to time limitations, all Charlotte District IA renewal packages will be processed at the Charlotte FSDO. You may submit your completed renewal package via office appointment, mail, or drop-off at the end of the seminar. Please make sure to keep a working copy of your IA card with you while your original IA card is being renewed.

Those of you that are planning to renew based solely on “8 hours” of IA refresher training, please take note **“refresher training alone does NOT satisfy the requirements for an IA renewal”!** The renewal applicant must continue to meet the requirements as stated in Title 14 Code of Federal Regulations (14 CFR) Part 65.91. If your basis for renewal is other than activities as noted in Block 10 of the FAA Form 8610-1, please complete the “FAR 65.91 Active Engagement” section on the enclosed IA Renewal Refresher Training Record Form. **In accordance with the Pilot’s Bill of Rights, the IA holder must provide evidence of IA activity that meets the yearly requirements per Title 14 CFR Parts 65, 65.92, 65.93, and 65.95.**

We would like to remind you that your current IA privileges expire as of March 31, 2015 and in accordance with FAR 65.93, renewal will not be allowed beyond this date. If you fail to renew by March 31, 2015, you must re-apply for the Inspection Authorization in accordance with FAR 65.91. An IA issued less than 90 days prior to March 31, 2015 need not comply with FAR 65.93(a)(1) through (5) for that quarter, however he/she still needs to apply for the renewal.

As a reminder, please submit the following documents with your “2015 IA Renewal Request”.

1. Two (2) original FAA Forms 8610-1 Mechanic’s Application for Inspection Authorization (all blocks 1-13 must be filled in with an original signature and date on both forms).
2. A copy of the Acknowledgement of Receipt of PBR Written Notification.
3. A copy of all IA training certificates for yearly training (minimum 8 hours for each year).
4. Original IA Renewal Refresher Training Record (Page 1) and IA Renewal Activity Record (Page 2) forms with supporting evidence.
5. A copy of your current FAA A & P certificate (both sides).
6. Original IA card FAA Form 8310-5.

We look forward to seeing you at the 2015 IA Refresher Seminar on Saturday, March 7th. Please register for the seminar at FAASAFETY.GOV.

Should you have any questions, please do not hesitate to contact our office. The office hours are from 7:30 a.m. to 4:00 p.m., Monday through Friday. The main office telephone number is (704) 319-7020.

Sincerely,

Edwin G. Shields
FAASTEAM Program Manager