



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

DuPage Flight Standards District Office

31W775 North Avenue
DuPage Airport
West Chicago, IL 60185-1056
(630) 443-3100
(630) 443-3155 (FAX)

Dear Mechanic with Inspection Authorization:

You are invited to attend and participate in the Northern Illinois Inspection Authorization (IA) Renewal and Maintenance Seminar on Thursday, February 19, 2015, at the Holiday Inn – Itasca, located at 860 West Irving Park Boulevard, Itasca, Illinois. This program is sponsored by the Illinois Department of Transportation Division of Aeronautics and the Federal Aviation Administration (FAA) DuPage Flight Standards District Office (FSDO).

There is no registration fee for this seminar. Registration will begin promptly at 7:00 a.m., and pre-registration is available. Please contact the DuPage FSDO at the number below to pre-register. The program will begin at 7:50 a.m. and will conclude at 5:00 p.m. While attendance is not mandatory, the program will be informative for all who attend. This program will include presentations from representatives of aviation-related industries and FAA personnel. The completion of this program meets the optional renewal requirements of 14 CFR 65.93(a)(4). A Certificate of Completion will be provided.

To renew your Inspection Authorization during the month of March you must submit:

- two FAA Form 8610-1 Mechanic's Application for Inspection Authorization
- FAA Form 8310-5 Inspection Authorization
- a signed Pilot's Bill of Rights Written Notification of Investigation Form
- a completed Activity Form (if applicable)
- Certificate(s) of Completion (if applicable)

You may submit your completed renewal package to office personnel at the end of the seminar. However, renewals will not be accomplished during the seminar.

You may visit www.faasafety.gov for additional information regarding the seminar. If you have any questions, please contact us during normal business hours, 7:30 a.m. to 4:00 p.m., Monday through Friday, at (630) 443-3100.

Sincerely,

Charles Hamilton
Airworthiness Frontline Manager

Donald Brigham
Airworthiness Frontline Manager

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