



Commonwealth of Virginia
 Department of Aviation
 5702 Gulfstream Road
 Richmond, VA 23250-2422
 www.doav.virginia.gov

For DOAV Use Only
 DATE STAMP BELOW

Application for Public-use Airport License Renewal

Instructions

- Use this application for requests for license renewal for public-use facilities.
- Complete Parts 1 and 2.
- Provide payment of the **\$25.00 fee**, either by check made payable to the **Treasurer of Virginia** or electronic payment per instructions available from DOAV.
- Mail the application, all supporting documents, and fee, if paying by check, to the Airport Services Division of the Virginia Department of Aviation.

Part 1: Airport and Applicant Information

Name of Airport: _____

Name of Owner: _____

Address of Owner: _____

Name of Contact Person: _____

Phone for Contact Person: _____

Fax for Contact Person: _____

Email for Contact Person: _____

Parts 2: Applicant Certification

The undersigned submits this application to the Virginia Department of Aviation in accordance with *Code of Virginia* §5.1-7 and *Virginia Administrative Code*, Chapter 20 Regulations Governing the Licensing and Operation of Airports and Aircraft and Obstructions to Airspace in the Commonwealth of Virginia, Part III Airports and Landing Areas (24 VAC 5-20-120 et seq). The undersigned certifies that they are the owner or the authorized representative of the owner of the airport for which this license is being sought.

Signature of Owner or Authorized Representative	Title
Date	Phone

Part 3: Virginia Department of Aviation Action (agency use only)

Application received: _____

Renewal fee received: _____

License inspection conducted: _____

License issued or denied: _____