



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**, made payable to the **Treasurer of Virginia**.
- Mail the application, all supporting documents, and fee 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: \_\_\_\_\_