

TEMPORARY TOWER REQUEST FORM

(Note - this form should be used in conjunction with the checklists located in Chapter 11 of the Interagency Airspace Coordination Guide (<http://www.airspacecoordination.org/guide/index.html>). Please attach this form to the Resource Order and forward both forms to the appropriate FAA Regional Operations Center (ROC), through established ordering channels.

I. GENERAL INFORMATION:

Incident Name _____ Management/Fiscal Code _____
Resource Order Number _____ Request Number _____ Date _____

II. POINTS OF CONTACT

	Telephone
Ordering Unit _____	_____
Air Ops/Air Support _____	_____
Local or Expanded Dispatch _____	_____
Geographic Area Coordination Ctr _____	_____
National Interagency Coordination Ctr _____	_____
FAA POC at ROC _____	_____
Name / Phone Number of Airport Owner / Operator _____	
Has the Airport Owner been notified? YES NO	
Requested Operational Hours: _____	
Estimated Length of Duration: _____	

III. SUPPORT INFORMATION

Closest City/Town _____ State _____

Where is the proposed location of the temporary tower (Select one or explain):
Airport Name & FAA Code _____ Helibase _____
Incident Command Post _____ Other _____

Is a facility available on site for use as a tower (Select one or explain)?
FBO Site/Room rental/etc _____ Rental Trailer _____
Facility to be built on site _____ Other _____

Conditions to expect for overnight at site: Camp _____ Hotel _____

Is a vehicle (Gov't or rental) available for tower personnel? YES NO

Please attach detailed driving directions to the reporting site
Note Road closures, hazardous conditions, easiest route of travel, etc

IV. EQUIPMENT SURVEY - Refer to Chapter 11 checklist / Interagency Airspace Coordination Guide

What equipment do you currently have (radios, etc) for use by tower personnel?

What equipment do you need? (radios, etc)

Have you completed an inventory of equipment?