

Gulf Coast Council Aviation Merit Badge Requirements for Optional Flight *

Listed below is the documentation required if the optional flight option is to be included as part of the offered Aviation merit badge. There are **THREE** required actions:

(1) Form 680-673 Parental Consent

This form **MUST** be completed and signed by the parent or legal guardian before the Scout can fly. In addition, this hold harmless form **MUST** be completed and signed by any adult that will also fly. It is the responsibility of the event organizer to collect and review these permission forms prior to departing to the airfield.

An electronically signed form is acceptable as well as the hard copy. The event organizer must provide a listing of the participants along with their consent forms to the Council office no later than 7 days after the event via email to aviation@gulfcoastcouncil.org. (send scanned forms or the electronic copies for each participant).

(2) Form 680-672 Fly Plan Fillable

The Flying Permit Application **MUST** be submitted for approval to the Council Office **two weeks prior to the event.**

Provide the following documentation for each pilot and aircraft scheduled to participate in the event to aviation@gulfcoastcouncil.org at least two weeks in advance of the event. The Council will review the documentation and respond with approval, or with a request for additional information.

We recognize that the status of the pilots or the aircraft can change at a moment's notice. Therefore, any replacement pilot or aircraft documentation received after the two-weeks' notice, but before the event occurs, will be accepted as long as you upload the required documents to aviation@gulfcoastcouncil.org and alert the Council via phone call to Ross Jenus, Council Flight Advisor, at 703-340-5931.

Submit the event request using District and event date in the name.

- For example: Lake Sands District Aviation Event 4 30 2025

Documentation for each pilot to include:

- Name and address,
- Type of pilot certificate (provide copy),
- Total number of Pilot flight hours (250 minimum)
- List of current flight ratings,
- Pilot medical certificate, medical valid thru date, any flight limitations (provide copy).

Documentation for each aircraft to include:

- Owner name
- Date of last annual inspection
- Make and model of the aircraft
- Aircraft number
- Standard airworthiness certificate category (only normal or utility categories authorized)

Documentation of Insurance to include:

- Insurance Company, amount of insurance, policy number, and expiration date (\$1 million aircraft liability coverage, including passenger liability with sub-limits of no less than \$100,000) (provide insurance summary page)
- Note: If you combine offering the merit badge with EAA members as pilots for the Young Eagles Flights the EAA will also provide insurance coverage. This additional coverage does not take the place of the insurance requirement listed above.

Submit the information for each pilot and aircraft in a separate attachment to the application. For example, Pilot Joe has a Cessna 172 – place all his personal documentation, proof of insurance, and aircraft information in a separate attachment to the application.

- For example: Lake Sands District Aviation Event 4 30 2025 Pilot Joe

While Scouting guidance is silent on the matter, it is crucial that you develop a sound operational plan that ensures the safety of our Scouts. This includes the transport to/from the airfield, and during operations on the field. The Council has determined that it is necessary for each event organizer to provide a comprehensive flight plan.

(3) Development of a comprehensive flight plan that, at a minimum, addresses:

For all participants:

- Transportation plans in compliance with YPT requirements;
- Flightline safety briefing prior to entering the airfield;
- Positive control over loading/unloading aircraft passengers.

For all pilots and the event coordinator:

- Flying safety briefing;
- Weather briefing;
- Flight plan for individual or multiple aircraft;
- Radio frequencies to utilize;
- Method for aircraft to talk to the event coordinator (i.e. hand-held radio); and,
- Process for full shut down load/unload or engine running load/unload.