



## FLIGHT PERMIT

### For Unmanned Aircraft Systems (UAS) and Rocket Launches

**PERMIT ISSUED TO:**  Check box if under 18 Today's Date: \_\_\_\_\_

**Flight permit holders must be 18 years or older and be present during flights**

Type of Operator:  Recreational/Hobby  \*Commercial/Professional/Business (\$175 fee) POS Code: .6007

Permit Holder's Name: \_\_\_\_\_

Operator Name: \_\_\_\_\_ Group (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone (reachable during flight/launch): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Commercial operators are required to complete a park rental agreement and show proof of insurance. The processing of a flight permit for a commercial operator may take up to three days. Please submit payment at Ida Lee Recreation Center upon approval of flight permit.

**FLIGHT INFORMATION:** Flight Location: IDA LEE PARK Flight Date: \_\_\_\_\_ Flight Time: \_\_\_\_\_

**Craft Type:**  Drone  Airplane  Helicopter  Rocket  Other: \_\_\_\_\_

Model #: \_\_\_\_\_ Color: \_\_\_\_\_ Size: \_\_\_\_\_

**2nd Craft Type:**  Drone  Airplane  Helicopter  Rocket  Other: \_\_\_\_\_

Model #: \_\_\_\_\_ Color: \_\_\_\_\_ Size: \_\_\_\_\_

*Only two crafts permitted at one time.*

**Important! Please see additional launch/landing location information, rules & regulations on back (page 2) of form.**

**LIABILITY AGREEMENT:** Operator (or his/her parent or guardian if operator is a minor child)/Permit Holder agrees to comply with the rules and regulations regarding operation of rockets and aircraft at Ida Lee Park, in accordance with Town Code § 26-24 and FAA guidelines. Operator (parent/guardian)/Permit Holder agrees to defend, indemnify and hold harmless the Town, its agents, assigns and contractors from any and all claims, demands, damages, costs, expenses (including attorneys' fees), judgments or liabilities arising from the negligence or willful misconduct of Operator (parent/guardian).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of parent/guardian (if operator is a minor child): \_\_\_\_\_ Date: \_\_\_\_\_

**PERMIT ISSUED BY:** Authorized Staff Member Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Rich Williams, Director** Signature: \_\_\_\_\_ Issue Date: \_\_\_\_\_

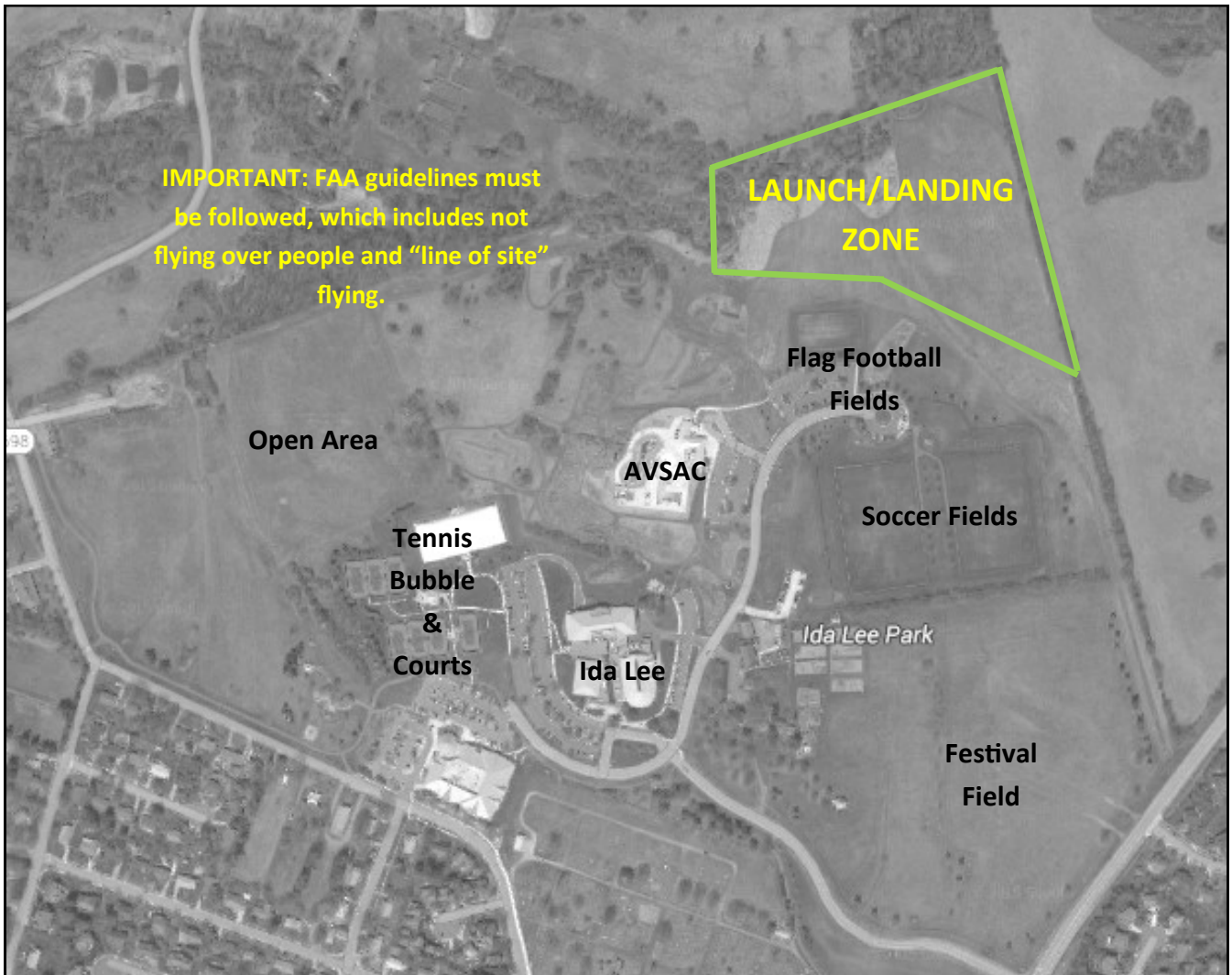
**Specific questions regarding flight information can be directed to our Parks Manager:**

Jon Cleaves ▪ jcleaves@leesburgva.gov ▪ 703.737.7147 OR Ida Lee Recreation Center ▪ 703.777.1368

**LAUNCH/  
LANDING  
ZONE**

**LAUNCH/LANDING ZONE AREA**

UAS/Rocket launch/landing allowed with signed permit in hand



**RULES & REGULATIONS:**

- ◆ The Parks and Recreation Department requires that all flights and launches be safely operated. Every precaution should be taken by the operator to avoid flying near others that are using the park. *Issuance of permits may be impacted by events in or around the park.*
- ◆ Flight permit holders must be 18 years or older and be present during flights.
- ◆ **All FAA regulations must be followed** for qualifying aircraft. FAA guidelines state that model aircraft/UAS should be flown a sufficient distance from populated areas. Details can be found at [www.faa.gov/uas/registration/faqs](http://www.faa.gov/uas/registration/faqs)
- ◆ All manufacturer's safety precautions must be followed.
- ◆ A UAS must stay below 400' and be kept within visual line of sight.
- ◆ Operators will be responsible for any damage caused by their UAS or rocket.
- ◆ Regulations for the operations of rockets and aircraft are in the Leesburg, VA Town Code Section 26-24.
- ◆ Ida Lee Park is the **only** park that has a LAUNCH/LANDING ZONE. UAS and rocket launches/landings are not permitted in any other Town of Leesburg Park.
- ◆ Only two crafts are permitted at one time.