



FLIGHT PERMIT

For Unmanned Aircraft Systems (UAS) and Rocket Launches

Request for permit must be submitted a minimum of **two business days** prior to the flight date. Permits are not processed on weekends.

Type of Operator: Recreational/Hobby (**non-resident/non-profit Group \$25 fee**, Leesburg resident/non-profit Group no charge) *Non-profits required to show proof of status.

*Commercial/Professional/Business (\$175 fee)

Permit Holder's Name: _____

(Flight permit holder must be 18 years or older and must be present during flight)

Operator Name (if under 18): _____

Phone: _____ Cell Phone (reachable during flight/launch): _____

Address: _____

City: _____ State: _____ Zip: _____

**Group Name (if applicable): _____

Group Description _____ # of attendees _____

*Commercial operators and **Groups are required to show proof of insurance. The processing of a flight permit for a group or commercial operator may take up to three days. Group flights may be required to complete and submit a Park Rental Agreement.

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(s) (or his/her permit holder if operator is a minor child)/Permit Holder agree 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(s) (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(s) (or parent/guardian)/Permit Holder.

Permit Holder's Signature: _____ Date: _____

PERMIT ISSUED BY: _____ Date: _____

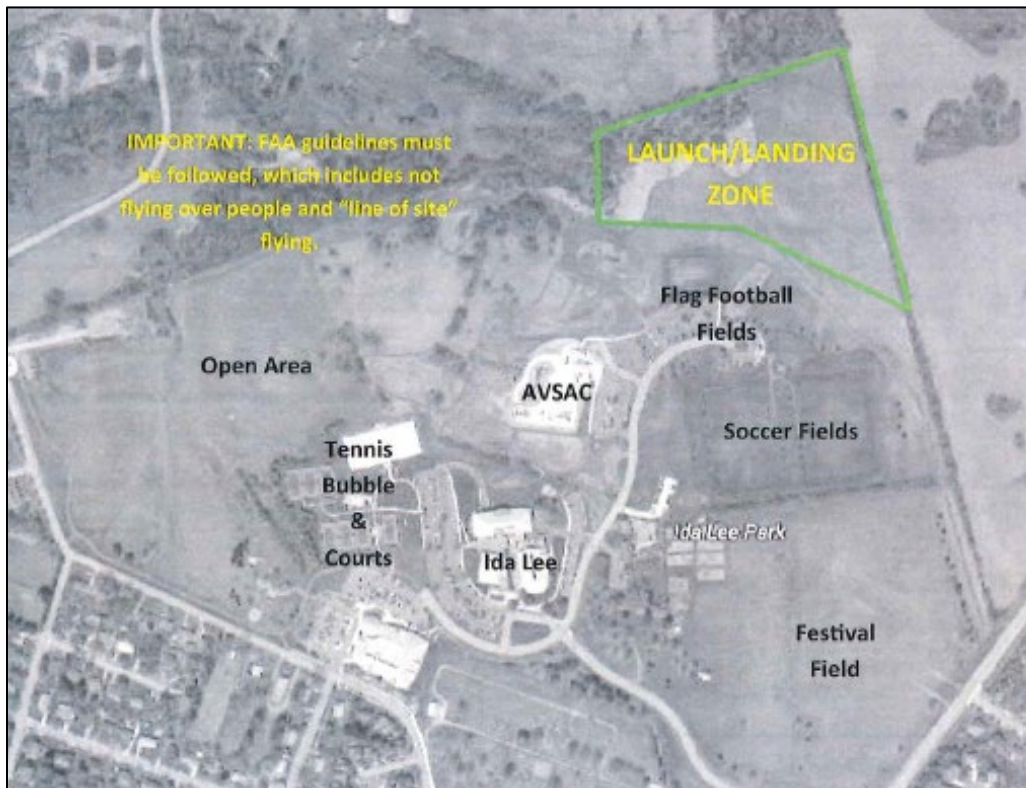
Specific questions regarding flight information can be directed to Parks Staff:

Travis Martin, Parks Operations Supervisor • (703) 737-7155 • tmartin@leesburgva.gov OR (703) 777-1368

Staff use: Received (date) _____ Approved _____ Denied _____ (why?) _____
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LAUNCH/LANDING ZONE AREA

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



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 shall accompany minors 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
- All manufacturers' safety precautions must be taken.
- 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.