

National Transportation Safety Board

Worksheet for Answer to FAA Complaint

Case Information

NTSB Docket Number: _____

Respondent's Information

First Name: _____

Middle Initial: _____

Last Name: _____

Primary Phone: _____

Alternate Phone: _____

Fax: _____

Email Address: _____

Respondent's Mailing Address

Address: _____
Street Address

_____ *Apt/Unit/Suite #*

City: _____

State: _____

Zip Code: _____

Country: _____

Respondent's Physical Address for Overnight Mail

Post Office Box NOT acceptable.

Address: _____
Street Address

Apt/Unit/Suite #

City: _____

State: _____

Zip Code: _____

Country: _____

Attorney or Representative's Information and Mailing Address

Attorney Representative

First Name: _____

Middle Initial: _____

Last Name: _____

Primary Phone: _____

Alternate Phone: _____

Fax: _____

Email Address: _____

Address: _____
Street Address

Apt/Unit/Suite #

City: _____

State: _____

Zip Code: _____

Country: _____

3. Describe here any other matters that you believe show that any violations alleged by the FAA were not committed. You may also explain any other circumstances that you want the NTSB Administrative Law Judge to consider.

Certificate of Service

I certify on _____ (enter the date), I served a copy of the above Answer to the following FAA Attorney:

Sent Via (Check all that apply): Regular Mail Certified Mail Fax Overnight Mail

First Name: _____

Middle Initial: _____

Last Name: _____

Address: _____

Street Address

Apt/Unit/Suite #

City: _____

State: _____

Zip Code: _____

Country: _____

Respectfully Submitted By

Full Name: _____

Signature: _____

PRIVACY ACT STATEMENT: This form and the system of records is covered by the Privacy Act of 1974. Purpose: The principal purpose is to obtain information to communicate with certificate holders, respondents, and petitioners (who appeal an FAA order, assessment, or denial) during the processing of any appeal. This system of records fulfills Congress's directive of deciding these appeals; the NTSB manages and tracks documents in this system of records. Authority: 49 USC 1133; 49 CFR Part 821. Routine Uses: In addition to disclosures permitted under subsection (b) of the Privacy Act, the NTSB may disclose information in response to discovery ordered by a court, in accordance with 49 USC 1153; and through publicly available records, which the Privacy Act does not preclude from disclosure (e.g., final decisions); some records are available at ntsb.gov. Disclosure: Providing information is voluntary, failure to do so may hamper the processing of cases, and may also result in a case being dismissed.