

**CIVIL AIRCRAFT LANDING PERMIT**

*Read Privacy Act Statement on back before completing this form.  
If additional space is required, continue on back identifying by item number*

OMB No. 0701-0050  
Exp: 20231231

The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-informationcollections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

**PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. SEND COMPLETED FORM TO THE APPROPRIATE ADDRESS ON BACK.**

**SECTION I - INFORMATION REQUIRED FROM USER**

Permission is requested to use the listed military airfield(s). It is understood and agreed that:

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|---|--|--|
| <p>a. Except for weather alternate use or emergencies, I or my agent will contact each installation commander at least 24 hours prior to each landing for final clearance instructions. The remarks section of the flight plan will include user name and permit identification number.</p> | <p>c. Commanders of military installations may restrict civil aircraft operations to preclude interference with military activities or to protect national security.</p> | <p>f. Use is limited to the listed aircraft, period indicated, purpose stated, and conditions shown, and is not transferable</p> |
| <p>b. When required, I or my agent will obtain diplomatic or overflight clearance when operating over international borders.</p>  | <p>d. This permit does not necessarily entitle my aircraft to receive aviation fuel, oil, or other services from U.S. Government sources.</p>                            | <p>g. An approved copy of this permit must be aboard each aircraft using the military airfield</p>                               |
| <p>e. On-board personnel are not authorized activities except for purposes directly connected with this permit.</p>   |  |  |

**1. USER**

<p><b>a. NAME</b></p>	<p><b>c. ADDRESS</b> (<i>Street, City, State, Zip Code, E-Mail</i>)</p>	<p><b>2. NAMES OF AIRFIELD(S) TO BE USED</b></p>
<p><b>b. RELATIONSHIP TO PARENT ORGANIZATION</b> <i>(If any)</i></p>	<p><b>3. ARE PILOTS INSTRUMENT RATED AND CURRENT?</b> (<i>X one</i>)</p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO</p>	

**4. PURPOSE OF USE**

**5. AIRCRAFT DATA**

a. MANUFACTURE	b. MODEL	c. REGISTRATION NUMBER	d. CAPACITY		e. MAX GROSS TAKE-OFF WEIGHT <i>(Pounds)</i>	f. EQUIPMENT							
			(1) CREW	(2) PASSENGER		(1) TWO-WAY RADIO		(2) STROBE WARNING LIGHTS		(3) TRANS-PONDER		(4) IFR CAPABILITIES	
						YES	NO	YES	NO	YES	NO	YES	NO

**6. CERTIFICATION BY INDIVIDUAL OR AUTHORIZED COMPANY REPRESENTATIVE**

Applicant and agents have read, understand, and will comply with all pertinent parts of applicable regulations listed in Note 1 and local supplements, directives, and orders. Such compliance is an express condition of this permit. I certify that the information contained in this permit is true to the best of my knowledge and belief. As a corporate representative, I certify that I have authority to certify this information on behalf of the corporation and hereby designate the aircraft commander as our agent on all matters arising from the use of this permit.

<b>a. TYPED NAME</b> ( <i>Last, First, Middle Initial</i> )	<b>b. TITLE</b>	<b>c. TELEPHONE NUMBER</b> <i>(Include Area Code)</i>	<b>d. SIGNATURE</b> ( <i>Blue Ink</i> )	<b>e. DATE SIGNED</b> <i>(YYYYMMDD)</i>
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**SECTION II - FOR USE BY APPROVING AUTHORITY**

<b>7. PERIOD OF USE</b>		<b>8. FREQUENCY OF USE</b>	<b>9. IDENTIFICATION NO.</b>	<b>10. THIS PERMIT SUPERSEDES PERMIT NO. (Identification No.)</b>
<b>a. FROM (YYYYMMDD)</b>	<b>b. TO (YYYYMMDD)</b>			

<b>11. THIS PERMIT IS GRANTED ON PRIOR EXECUTION OF DD FORMS 2400 AND 2402</b>		<b>12. CREDIT AUTHORIZED FOR FUEL ISSUES (X one)</b>		<b>13. LANDING FEES (X one)</b>	
<b>a. DD FORM 2400 (Dated and Filed)</b>		<b>b. DD FORM 2402 (Dated and Filed)</b>		<input type="checkbox"/> YES	<input type="checkbox"/> NO
				<input type="checkbox"/> YES	<input type="checkbox"/> NO

<b>14. APPROVING OFFICIAL</b>	
<b>a. TYPED OR STAMPED NAME, TITLE AND ORGANIZATION</b>	<b>b. SIGNATURE</b>
	<b>c. DATE SIGNED (YYYYMMDD)</b>

**IF ADDITIONAL SPACE IS REQUIRED, CONTINUE HERE (Refer to item number)**

This form is available at [http://www.esd.whs.mil/Directives/forms/dd2000\\_2499/](http://www.esd.whs.mil/Directives/forms/dd2000_2499/)

<b>ARMY</b>	<b>AIR FORCE</b>
COMMANDER, USAASA, ATTN: DAMO-AVA BLDG 1466, 9325 GUNSTON RD, SUITE N319 FT BELVOIR, VA 22060-5582 (703) 806-0687 <a href="mailto:usarmy.belvoir.hqda-dcs-g-3-5-7.list.usaasaops@mail.mil">usarmy.belvoir.hqda-dcs-g-3-5-7.list.usaasaops@mail.mil</a>	HQ USAF/A3OJ 112 LUKE AVENUE, SUITE 340 JBAB, DC 20032-6400 (202) 404-7886 <a href="mailto:CALP@us.af.mil">CALP@us.af.mil</a>
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COMMANDER, NAVY INSTALLATIONS COMMAND WASHINGTON NAVY YARD 716 SICARD ST SE WASHINGTON, DC 20374 (202) 433-0120 <a href="mailto:CALP.HQ@navy.mil">CALP.HQ@navy.mil</a> CNIC Program Guidance can be viewed at: <a href="https://www.cnic.navy.mil/om/calp.html">https://www.cnic.navy.mil/om/calp.html</a>	COMMANDER, MARINE CORPS INSTALLATIONS COMMAND 3000 MARINE, CORPS PENTAGON RM 2D153A WASHINGTON, DC 20350-3000 (703) 695-0105 <a href="mailto:mcicom_calp@usmc.mil">mcicom_calp@usmc.mil</a> MCICOM guidance can be viewed at: <a href="https://www.cnic.navy.mil/om/calp.html">https://www.cnic.navy.mil/om/calp.html</a>

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 49 U.S.Code, Section 44502(d)

**PRINCIPAL PURPOSE(S):** When partially completed, indicates desire of an individual or corporation to operate civil aircraft into a military airfield; when validated by a military approving authority, grants an individual or corporation permission to land civil aircraft at a military airfield.

**ROUTINE USE(S):** None. For Internal Use Only.

**DISCLOSURES:** Voluntary; however, failure to provide this information will result in an individual or corporation being unable to operate civil aircraft into a military airfield.