This UAS Use Permit Application must be completed and submitted to **rms@unt.edu** for review and approval by Risk Management Services at least two weeks prior to any UAS operations on UNT property or at any UNT-sponsored event. The requestor will receive a response within 10 business days. **AN INCOMPLETE FORM WILL DELAY PROCESSING.**

**Operator must possess a copy of the approved application at all times during flight activity.**

Requester Information

|  |  |  |
| --- | --- | --- |
| Applicant Full Name | Contact Phone # | Email Address |
|  |  |  |
| UNT Unit, Sponsor or 3rd party Organization |
|  |
| Affiliation | If Other, Describe |
| [ ]  UNT Faculty [ ]  UNT Staff [ ]  UNT Student [ ]  Third-Party/Visitor [ ] Other: |
| Mailing Address |
|  |

Purpose of UAS Request/Proposed Activity

|  |  |
| --- | --- |
| Purpose of UAS Use | UAS Usage |
| [ ]  Recreational [ ]  Educational [ ]  Research [ ]  Commercial | [ ]  Single/Multi Day Use [ ]  Reoccurring Use |
| Location(s) of Use  | Date (s) of Use |
|   |  |
| Proposed Activity (Provide full details of flight purpose) |
|  |

UAS Operators

List all operators of the applicant’s UAS (attach additional pages as needed):

|  |  |  |
| --- | --- | --- |
| Name | Phone # | Email |
|  |  |  |
| FAA Pilot Certification | UAS Training or Experience | If Yes, Describe |
|  | [ ]  Yes [ ]  No |  |
| Name | Phone # | Email |
|  |  |  |
| FAA Pilot Certification | UAS Training or Experience | If Yes, Describe |
|  | [ ]  Yes [ ]  No |  |
| Name | Phone # | Email |
|  |  |  |
| FAA Pilot Certification | UAS Training or Experience | If Yes, Describe |
|  | [ ]  Yes [ ]  No |  |
| Name | Phone # | Email |
|  |  |  |
| FAA Pilot Certification | UAS Training or Experience | If Yes, Describe |
|  | [ ]  Yes [ ]  No |  |
| Name | Phone # | Email |
|  |  |  |
| FAA Pilot Certification | UAS Training or Experience | If Yes, Describe |
|  | [ ]  Yes [ ]  No |  |

UAS Information (attach additional pages if needed)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |
| UAS Make and Model | Manufacture Year | Registration # | Serial # | Weight | Dimensions | UAS Value |
|  |  |  |  |  |  |  |

Payload Information (Attach additional pages if needed)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Serial # or ID | Year | Make & Model | Specifications Payload Type & Use | Value | Comments |
|  |  |  |  |  |  |
| Serial # or ID | Year | Make & Model | Specifications Payload Type & Use | Value | Comments |
|  |  |  |  |  |  |
| Serial # or ID | Year | Make & Model | Specifications Payload Type & Use | Value | Comments |
|  |  |  |  |  |  |
| Serial # or ID | Year | Make & Model | Specifications Payload Type & Use | Value | Comments |
|  |  |  |  |  |  |
| Serial # or ID | Year | Make & Model | Specifications Payload Type & Use | Value | Comments |
|  |  |  |  |  |  |

UAS Operations

Attached all required documentation to this form.

|  |  |
| --- | --- |
| UAS Operations (select all that applies) | Will UAS be flown outdoors within 5 miles of any airport? |
| [ ]  Indoor [ ]  Outdoor [ ]  Off-Campus |  |
| If Yes, List Airport(s) and provide copy of COA |
|  |
| Photographs taken during flight | Video Recorded During Flight | Confidential Information Stored on UAS | Operating under a COA or 333 |
| [ ]  Yes [ ]  No | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |

Acknowledgement and Signature

By signing above, the individual or entity submitting this request agrees to and will abide by all applicable local, state, and federal laws along with UNT policies and procedures governing the use of UAS on or over UNT property or UNT-sponsored event. A copy of the approved UAS Use Permit must be in possession of the RPIC or UAS operator at all times during the activity, and must be presented to any UNT official or representative with control or jurisdiction over the activity, upon request. UNT reserves the right to request additional documentation as a condition of approval and operation.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| **Name (Print Name)** |  | **Signature**  |  | **Date** |

Export Control Approval (If required)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [ ]  | Approved | [ ]  | Disapproved | [x]  | N/A |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| **Name (Print Name)** |  | **Signature**  |  | **Date** |

Permit Status (For RMS Use Only)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [ ]  | Approved | [ ]  | Disapproved | [ ]  | Conditionally Approved |
| Permit Valid |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  **Approved by (Print Name)** |  | **Signature**  |  | **Date** |

|  |  |  |
| --- | --- | --- |
| For RMS Use Only |  | Permit # |
| Evaluated by | Date Entered | Notes |  |
|  |  | [ ]  Export Control Approval Required |