

GETTING A PIN FOR THE WASHINGTON FRZ

In order to act as PIC within the Washington Flight Restricted Zone (FRZ) you must have a FRZ PIN. This is in addition to all SFRA requirements and applies to all aircraft and pilots operating within the FRZ and not otherwise exempted-in essence, everything and everyone other than scheduled airline, police, military, and medivac flights. Filing IFR DOES NOT get you around it.

In order to get a PIN, you must come to the Washington, DC area and successfully complete criminal and FAA background checks. The criminal background check is based on fingerprinting which is done at Reagan National Airport (DCA), and the FAA records check is conducted by an FAA inspector at the Washington Flight Standards District Office in Herndon, VA (near Dulles). It does not matter which one you do first; you just have to get them both done. You can usually get everything done in just day, and most of the time it only takes a few days more to receive your PIN.

The necessary forms are available at www.hydefield.com. Complete the top half of the TSA form and take it with you for the two steps that follow. Put the Hyde Field PIN Request form aside for later.

Fingerprints are taken in the Airport Security Office at Reagan National Airport. The hours there are Monday through Friday, 7 AM until 12 Noon, and then 1 PM until 3 PM. (They are closed for lunch.) This is done on a walk-in basis and no appointment is necessary. Go to Terminal A, which is the old main terminal where the control tower used to be. If you are driving, park in Garage A (short-term parking). Go in the old main entrance by the circle and take the elevator to the basement. When you get off the elevator you'll see a sign for ID badges; follow it to the airport security office. Present your PIN application form and a valid, government-issued photo ID and tell them you're from Hyde Field. The representative should sign the TSA form. If you drove in, they will also stamp your parking ticket so you don't have to pay for parking. The charge for the fingerprinting is \$31 payable by cash, check, MasterCard or Visa.

Call NATA Compliance Services at 800-788-3210, Monday-Friday between 7:00 AM and 8:00 PM. They will collect some personal information and then arrange access for you to their web site for the submission of additional data.

FAA Records Review is conducted by the Flight Standards District Office near Dulles Airport, just off Virginia Route 28 and Walney Road.. Call 703-230-7664, extension 279 to make an appointment. Take with you your PIN application form, pilot license(s), FAA medical, and at least one (preferably two) forms of positive identification. At least one must be a government-issued photo ID. The address is 13873 Park Center Road, Herndon, VA 20171.

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To get there:

- Take I-66 or the Dulles Toll Road west from the Washington beltway (I-495)
- Exit at Virginia Route 28. From the toll road you want to go south on 28; from I-66 go north.
- Exit at McClearen Road (McClearen only goes one direction from 28)
- Turn left on Towerview Rd
- Turn left on Park Center Rd.

Once you get both of these steps completed, sign the TSA form where indicated ("Applicant). Complete the upper portion of the second form but *do not* sign it. Fax both pages to 301-297-7389 or email to stan@hydefield.com. This is important; TSA does not process your PIN application until we receive this information. Generally, the process takes a week or less from this point. If any questions come up during the background checks, the respective agency will contact you directly.

Upon approval your PIN will be issued through our security staff and you'll be notified to come in for a final briefing on procedures and guidelines. You can fly in for this if you like.

For any questions please contact Ray Isherwood, Airport Security Coordinator, at 301-412-4566 or Stan Fetter, Airport Manager, at 301-297-7388.