

Weather Briefing

LOCATION	TERMINAL AERODROME FORECASTS (TAF)		
LOCATION	METAR		
LOCATION	WINDS & TEMPERATURES ALOFT FORECASTS		
	ALT _____	ALT _____	ALT _____
LOCATION	PIREPS/SIGNIFICANT WEATHER/NOTAMS		

Weight and Balance					
	WEIGHT	X	ARM	=	MOMENT
EMPTY WEIGHT AIRCRAFT					
FRONT PASSENGERS					
REAR PASSENGERS					
FUEL GAL x 6#/GAL=					
BAGGAGE					
TOTAL GROSS WEIGHT					
	CG = $\frac{\text{TOTAL MOMENT}}{\text{TOTAL WEIGHT}}$				
	GROSS WEIGHT AND CG WITHIN LIMITS?				

Flight Plan		UTC Time Conversion				
		PST +8	MST +7	CST +6	EST +5	
		PDT +7	MDT +6	CDT +5	EDT +4	
TYPE IFR VFR DVFR	2. AIRCRAFT IDENTIFICATION	3. AIRCRAFT TYPE/ SPECIAL EQUIPMENT	4. TRUE AIRSPEED KNOTS	5. DEPARTURE POINT	6. DEPARTURE TIME PROPOSED (Z) ACTUAL (Z)	7. CRUISING ALTITUDE
8. ROUTE OF FLIGHT						
9. DESTINATION (Name of airport and city)			10. EST. TIME EN ROUTE HOURS MINUTES		11. REMARKS	
12. FUEL ON BOARD HOURS MINUTES		13. ALTERNATE AIRPORT(S)		14. PILOT'S NAME, ADDRESS, TELEPHONE NO. AND AIRCRAFT HOME BASE		15. NO. ABOARD
				17. DESTINATION CONTACT/TELEPHONE (OPTIONAL)		
16. COLOR OF AIRCRAFT				CLOSE FLIGHT PLAN WITH _____ FSS ON ARRIVAL		
Special Equipment Suffix A - DME, Transponder With Mode C C - RNAV, Transponder With No Mode C G - GPS or WAAS with enroute and terminal capability M - TACAN Only, No Transponder R - RNP B - DME, Transponder With No Mode C D - DME, No Transponder I - RNAV, With Mode C N - TACAN Only, Transponder With No Mode C T - Transponder With No Mode C F - FMS with DME/DME and IRU position updating E - FMS with DME/DME and IRU position updating J - /E with RVSM P - TACAN Only, Transponder With Mode C U - Transponder With Mode C L - /G with RVSM K - /F with RVSM Q - RNP and RVSM W - RVSM X - No Transponder Y - RNAV, No Transponder						