UAS (Drone) Use Application

- Application must be submitted to riskmgmt@bgsu.edu at least 2 weeks prior to planned flight
- Operator must possess a copy of the approved application at all times during flight activity
- BGSU maintains the authority to suspend any activity deemed not in compliance or in the best interest of the University
- Notification to Wood County Regional Airport at least ONE DAY PRIOR to flight is required

Name of Operator: _______________________________________________________________________________________________

BGSU Dept or Company Name: __________________________________________________________________________________________

Phone:_________________________________________ Email: ____________________________________________________________

If Vendor, BGSU Contracting Dept: ______________________________________________________________________________

UAS Description including Weight: ______________________________________________________________________________

FAA Registration #: _______________________________________________________________________________________________

Purpose of Operation: __________________________________________________________________________________________

Date(s) of Operation: __________________________ Time(s) of Operation: _________________________________

Will students without a Remote Pilot Certificate be operating under the supervision of the named operator as part of a credit course? No_______ Yes _________ Approx. # of students ____________

Please submit the following with this application:
- Description of flight plan, including operational area of flight
- Proof of FAA Authorization (Remote Pilot Certificate, COA or 333)
- Vendor operations: submit signed contract
- Vendor Operations: submit Certificate of Insurance
- Data collection plans, and intended use of data collected

Operator’s Signature: __________________________ Date: __________________________

*By signing, I attest the above and supplied information is correct to the best of my knowledge. I also attest I have read BGSU Policy # 3341-6-50 and the UAS (Drone) Use Approval Process and comply.

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