

**FAA DRUG AND ALCOHOL TESTING PROGRAM REGISTRATION (sample form)**

(Document is located at: [http://www.faa.gov/about/office\\_org/headquarters\\_offices/avs/offices/aam/drug\\_alcohol/startup/media/RegistrationForm.pdf](http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/drug_alcohol/startup/media/RegistrationForm.pdf))

Check one:  New Registration  Registration Renewal (CONN 108D )  Registration Amendment (CONN 108D )

Type of Company:  Contractor (if you are a part 145 certificate holder, list certificate numbers to be covered under this registration below)  
 Air traffic control facility not operated by the FAA or by or under contract to the U.S. Military

Company Name: Signature Flight Support

Physical Address: 13485 Veterans Way, Orlando, FL 32827  
Address City State Zip

Check box, if your program records are kept at the physical address location

Mailing Address: 801 Hangar Lane, Nashville, Tennessee 37217  
Address City State Zip

Check box, if your program records are kept at the mailing address location

Records Address: 801 Hangar Lane, Nashville, Tennessee 37217  
Address City State Zip

(The records address, if different, should be the location where an inspection would be held, NOT the address of a service agent.)

List DBA's and/or part 145 certificates covered by this registration, if applicable (use attachment if necessary):  
EWGR752D See Attached

**Identify the type of safety-sensitive function(s) included in your program:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Flight crewmember duties  | <input type="checkbox"/> Aircraft dispatcher duties  | <input type="checkbox"/> Air traffic control duties           |
| <input type="checkbox"/> Flight attendant duties   | <input checked="" type="checkbox"/> Ground security coordinator duties   | <input type="checkbox"/> Aviation screening duties            |
| <input type="checkbox"/> Flight instruction duties | <input checked="" type="checkbox"/> Aircraft maintenance or preventive maintenance duties (as defined in 14 CFR part 43) | <input type="checkbox"/> Operations control specialist duties |

Please describe the safety-sensitive duties you plan to provide (use attachment if necessary).

How many safety-sensitive employees will be covered by this Registration: 300  
Indicate whether you are:  A Staffing Company  Not A Staffing Company

**Certification Statement:** I certify that I/my company will comply with 14 CFR part 120 and 49 CFR part 40. If I am a contractor, I certify that I intend to provide safety-sensitive functions, directly or by contract, to a part 119 certificate holder with authority to operate under part 121 or 135, an air traffic control facility not operated by the FAA or by or under contract to the U.S. military, or an Air Tour Operator conducting flights under part 91.147.

Signature: Susan Adams Date: 03/27/2019  
Authorized Representative (Service Agents may not sign for company)

Print Name: Susan Adams Title: Senior HR Manager

Telephone: Business - 832-470-1707 Facsimile - \_\_\_\_\_ Cell - \_\_\_\_\_

E-mail address: susan.adams@signatureflight.com

Send form to: **Federal Aviation Administration, Drug Abatement Division (AAM-810)**  
800 Independence Avenue, S.W., Room 806  
Washington, DC 20591  
Fax Number - (202) 267-5200; Email - [drugabatement@faa.gov](mailto:drugabatement@faa.gov) Office Number - (202) 267-8442;

**DO NOT WRITE BELOW – FOR FAA USE ONLY**

FAA Registration number: CONN 108D Registered by: Tamika Turner-Graydon

Date Registered/Amended/Renewed: 4/2/2019 Expiration Date: 4/2/2022

Revision 11d JUN 1, 2015

For more information on the FAA drug and alcohol testing program, please visit:  
<http://www.faa.gov/go/drugabatement>

Additional locations covered by this registration

Part 145 Repair Stations:

<ul style="list-style-type: none"><li>• Minneapolis/St. Paul, MN – YRJR826K</li><li>• Bozeman, MT – 5SGR851B</li><li>• Charlottesville, VA – H00R564Y</li><li>• Grand Rapids, MI – 9PER215C</li><li>• Fresno, CA – CQDR029K</li><li>• Omaha, NE – MGOR426G</li></ul>	<ul style="list-style-type: none"><li>• Dulles, VA – U27R843X</li><li>• Scottsdale, AZ – LN3R663L</li><li>• Syracuse, NY – EASR436D</li><li>• Winston-Salem, NC – PAIR208A</li><li>• Teterboro, NJ – XFRR113L</li><li>• Frederick, MD – LC1R291K</li></ul>
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FBO Locations:

<ul style="list-style-type: none"><li>• d/b/a Signature Flight Support (all locations below):<ul style="list-style-type: none"><li>➤ Hilo, Hawaii (ITO)</li><li>➤ Honolulu, Hawaii (HNL)</li><li>➤ Kahului, Hawaii (OGG)</li><li>➤ Kailua Kona, Hawaii (KOA)</li><li>➤ Lanai City, Hawaii (LNY)</li><li>➤ Lihue, Hawaii (LIH)</li><li>➤ Egg Harbor Township, NJ (ACY)</li><li>➤ Cedar Rapids, IA (CID)</li><li>➤ Key West, FL (EYW)</li><li>➤ Roanoke, VA (ROA)</li><li>➤ Bullhead City/Laughlin, AZ (IFP)</li><li>➤ Miami, FL (MIA)</li><li>➤ Williston, ND (ISN)</li><li>➤ Fayetteville, NC (FAY)</li><li>➤ Norfolk, VA (ORF)</li><li>➤ Manchester, NH (MHT)</li><li>➤ Clearwater, FL (PIE)</li><li>➤ Rochester, MN (RST)</li></ul></li></ul>
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U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Office of Aerospace Medicine  
Drug Abatement Division  
800 Independence Ave., S.W.  
Washington, D.C. 20591

April 2, 2019

Susan Adams  
Reg. HR Manager  
Signature Flight Support  
801 Hangar Lane  
Nashville, TN 37217

Dear Ms. Adams:

We have processed your program registration amendment and a copy is enclosed. Your Registration number, **CONN108D**, has not changed.

Your program registration includes the following certificated repair stations or locations:

#	Name	Certificate #	Location
1	Signature Flight Support Corporation	YRJR826K	Saint Paul, MN
2	Piedmont Hawthorne Aviation, LLC	H00R564Y	Charlottesville, VA
3	Piedmont Hawthorne Aviation LLC	9PER215C	Grand Rapids, MI
4	Piedmont Hawthorne Aviation LLC	EASR436D	Syracuse, NY
5	Piedmont Hawthorne Aviation, LLC	LN3R663L	Scottsdale, AZ
6	Piedmont Hawthorne Aviation, LLC	PAIR208A	Winston-Salem, NC
7	Ross Fresno LLC A Delaware Limited	CQDR029K	Fresno, CA

The Drug Abatement Division strives to provide quality service. We invite you to complete a feedback form at [http://www.faa.gov/about/office\\_org/headquarters\\_offices/avs/stakeholder\\_feedback/aam/aam800/](http://www.faa.gov/about/office_org/headquarters_offices/avs/stakeholder_feedback/aam/aam800/).

	Liability Company		
8	Encore FBO Acquisitions, LLC	LC1R291K	Frederick, MD
9	First Aviation Services Inc.	XFRR113L	Teterboro, NJ
10	Piedmont Hawthorne Aviation, LLC	EWGR752D	Greensboro, NC
11	Signature Flight Support Corporation	5SGR851B	Belgrade, MT
12	Signature Flight Support Corporation	MGOR426G	Omaha, NE
13	Signature Flight Support Corporation	U27R843X	Dulles, VA

FBO Locations:

#	Name	Certificate #	Location
1	Signature Flight Support (ITO)		Hilo, HI
2	Signature Flight Support (HNL)		Honolulu, HI
3	Signature Flight Support (OGG)		Kahului, HI
4	Signature Flight Support (KOA)		Kailua Kona, HI
5	Signature Flight Support (LNY)		Lanai City, HI
6	Signature Flight Support (LIH)		Lihue, HI
7	Signature Flight Support (ACY)		Egg Harbor Township, NJ
8	Signature Flight Support (CID)		Cedar Rapids, IA
9	Signature Flight Support (EYW)		Key West, FL
10	Signature Flight Support (ROA)		Roanoke, VA
11	Signature Flight Support (IFP)		Bullhead City/Laughlin, AZ
12	Signature Flight Support (MIA)		Miami, FL
13	Signature Flight Support (ISN)		Williston, ND
14	Signature Flight Support (FAY)		Fayetteville, NC
15	Signature Flight Support (ORF)		Norfolk, VA

Please note that your registration will **expire on April 2, 2022** and we request that you submit a Renewed Registration prior to the date.

If you have any questions, please contact our office at (202) 267-8442 or [drugabatement@faa.gov](mailto:drugabatement@faa.gov).

Sincerely,

*Tamika Turner-Graydon*

For Margie Rustin

Manager, Program Administration Branch  
Drug Abatement Division

Enclosure