

 <b>SHIRE OF EXMOUTH</b> Learmonth Airport PO Box 21 Exmouth WA 6707 Tel: (08) 9949 1326 Fax: (08) 9949 1840 Mob: 0407 494 419	<b>Title: LEARMONTH AIRPORT</b> <b>Movement Request Form</b>	
	Form Code: APOPS-MR-FO-007	Approved: EMAS
	Administered: Aviation Services	Next review: 1 July 2015

**Operator Details**

Operator: \_\_\_\_\_ Application Date: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Contact Position: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**Aircraft Details**

Aircraft Type: \_\_\_\_\_ Registration: \_\_\_\_\_ Call Sign: \_\_\_\_\_  
 MTOW: \_\_\_\_\_ ACN: \_\_\_\_\_ No. of Pax In: \_\_\_\_\_ No. of Pax Out: \_\_\_\_\_

**Proposed Movement Schedule** *Please use airport local time.*

Date & Time of Arrival: \_\_\_\_\_ Date & Time of Departure: \_\_\_\_\_  
 Origin Aerodrome: \_\_\_\_\_ Destination Aerodrome: \_\_\_\_\_  
 Type of Service:  General Aviation  Open Charter  Closed Charter  Tech Stop  
(check applicable boxes)  
 Cyclone Down-Man  Cyclone Up-man  Medical Emergency  Other (Specify Below)  
 Additional Information: \_\_\_\_\_

**Ground Services**

It is the operators' responsibility to arrange Ground Handling, Check-In, Refuelling and Security Screening if any or all are required. If you have arranged for these services, please note details in the table below so they may be confirmed.

SERVICE	COMPANY	PHONE	FAX	MOBILE	EMAIL
Ground handling & check-in	Exmouth Aviation Services	08 9949 2398	08 9949 1420	0429 944 767	<a href="mailto:learmonthops@westnet.com.au">learmonthops@westnet.com.au</a>
Refuelling	Mobil Aviation Learmonth	08 9949 1590	08 9949 1633	0417 955 167	<a href="mailto:learmonthrefuelling@bigpond.com.au">learmonthrefuelling@bigpond.com.au</a>
Security Screening	Shire of Exmouth	08 9949 1326	08 9949 1840	0407 494 419	<a href="mailto:ro.leaairport@westnet.com.au">ro.leaairport@westnet.com.au</a>

SERVICE	CONFIRMATION DATE	SERVICE LIASION NAME	OPERATOR LIASION NAME
Ground Handling			
Check-In Desk			
Refuelling			
Security Screening			

**Please note:** This form is only a request to lodge a flight. Once the request is received, the Airport Manager/Senior Reporting Officer must provide a confirmed approval note before any flight operations take place.

**This request must be lodged no later than one (1) business days prior to proposed date of aircraft movement.**

Return completed form to [ro.leaairport@westnet.com.au](mailto:ro.leaairport@westnet.com.au) or fax to 9949 1840. Any queries regarding this form or operations at Learmonth Airport, contact the Duty Reporting Officer on 0407 494 419.

**\*\* THE AIRCRAFT OPERATOR AGREES TO PAY ALL FEES AND CHARGES INCURRED AT LEARMONTH \*\***

OFFICE USE ONLY

Pavement Concession Required (RWY)		Pavement Concession Required (TWY/APRON)		RAAF Approval Required/Received (Operational Deed Compliant)	
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