



BROWARD COUNTY CONVENTION CENTER

PRODUCED BY AIRBORNE PUBLIC SAFETY ASSOCIATION, INC.

# FLIGHT OPERATIONS HANDBOOK

&

# PILOT BRIEFING

**APSCON 2026**

**July 13-17, 2026**

**Ft. Lauderdale, FL**

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## ***Welcome!!***

We are pleased you will be joining us for APSCON 2026, which will be held at the Broward County Convention Center. This manual, also available on APSA's website, [www.publicsafetyaviation.org](http://www.publicsafetyaviation.org), provides you with information regarding flight operations and safety procedures for the event.

As always, safety is our primary focus during this event, be it on the ground or in the air. If you have any concerns or suggestions to improve safety, please contact Cory DeArmitt.

## Contact Information

<u>Cory DeArmitt</u> APSA Safety Program Manager Director of Flight Operations	814-889-9069 <a href="mailto:safety@publicsafetyaviation.org">safety@publicsafetyaviation.org</a>
<u>Chris Marchese</u> Broward (FL) Sheriff's Office Air Support Unit	954-471-8973 <a href="mailto:christopher_marchese@sheriff.org">christopher_marchese@sheriff.org</a>
<u>Sheltair Aviation FLL</u> Ft. Lauderdale-Hollywood Int'l Airport (DVT)	954-359-3200 <a href="https://sheltairaviation.com/locations/fll/">https://sheltairaviation.com/locations/fll/</a>
<u>Gloriana Garcia-Duprey</u> - Event Manager Broward County Convention Center	954-302-8843 <a href="mailto:gduprey@ftlauderdalecc.com">gduprey@ftlauderdalecc.com</a>
<u>Tom Coccia</u> Levy Exposition Services	678-520-3278 <a href="mailto:tcoccia@lexyexpo.com">tcoccia@lexyexpo.com</a>

## Important Event Notes

1. Pilots of any aircraft being flown to the Convention Center for exhibit must attend the Pilot Orientation & Flight Operations Safety Briefing prior to the aircraft being flown to or departing from the Convention Center. The briefing will be held on Monday, July 13, 2026, at Sheltair Aviation FLL, 1100 Lee Wagener Blvd., Ft. Lauderdale, FL 33315, Ft. Lauderdale-Hollywood Int'l Airport (DVT). The briefing will begin at 6:00 a.m. Once again, **no aircraft will be permitted to land at or depart from the Convention Center unless THE PILOT has attended the briefing prior to their flight.**
2. Loading dock doors at the Broward County Convention center are 19' Wide x 29' High. If you need to remove or fold blades to fit through that doorway, bring the equipment needed to do so.
3. Aircraft will NOT be permitted to land at the Convention Center without the specific insurance documentation that is delineated in these guidelines (Click here [5](#)).
4. Per the Fire Marshall, display aircraft have specific fueling requirements (Click here [8](#)). Aircraft will be inspected prior to entry into the convention center. **Any aircraft exceeding the maximum fuel requirement will be denied entry into the convention center.**

5. There should be only the minimum aircrew necessary for the safe operation of aircraft to arrive and depart the landing zone – **No ride-alongs or other passengers** will be permitted in aircraft during flight operations.
6. No aircraft will be permitted to depart from the Convention Center once the aircraft has landed until the specified date of departure following the show.
7. No demonstration flights will be authorized to operate from the Convention Center area.
8. Exhibitors desiring to display aircraft must complete and submit the Aircraft Display Request Form by **June 30, 2026** ([Click here to view the form](#))
9. Any exhibitor who intends to fly an aircraft that is “Experimental” should be familiar with FAA requirements regarding flight over congested areas. The process for gaining FAA approval for such flights should be initiated well in advance of the conference & exposition.
10. News media will not be permitted to enter the landing zone and will be required to remain a safe distance from the landing zone.
11. In the event of an in-flight emergency, the pilot in command shall be responsible for taking appropriate action.
12. Pilots shall be familiar with hand signals that will be used by the landing zone officer with respect to movement when approaching, hovering, landing and departing the landing zone.
13. The landing zone and surrounding area will be swept prior to commencing flight operations. However, pilots should be mindful of the effect of rotor downwash and the possible FOD that can occur.
14. There will be a fire/rescue crew adjacent to the landing zone in the event of a mishap, and only authorized rescue personnel shall be permitted in the landing zone.
15. In the event of a mishap, the NTSB will have initial responsibility and authority for removal of aircraft. In the event the NTSB and/or the FAA chooses not to respond, the owner/operator shall have responsibility for removal of their aircraft.
16. Please review the material in this handbook before attending the Pilot Orientation & Flight Operations Safety Briefing. At this briefing, pilots will be asked to provide a contact name, hotel and telephone number, and the aircraft type and registration number, in the event of any problems or questions regarding exhibited aircraft.

## Important Dates

- Aircraft Display forms due: June 30, 2026
- Aircraft Insurance Certificates due: June 30, 2026
- 2026 Show Dates: Monday, July 13, 2026 – Friday, July 17th, 2026
- Fixed-Wing relocation to Convention Center – Sunday (night), July 12 (Time TBD)
- Flight Ops Safety Briefing & Fly-In to Convention Center – 6:00 AM, Monday, July 13
- Exhibits open July 15-17, 2026
- Fly-Out from Convention Center – Friday, July 17 (1600-2000)
- Fixed-Wing/Ground relocation to airport – Friday (night), July 17 (Time TBD)

7/12	7/13	7/14	7/16	7/17	7/18	7/19
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Fixed-wing aircraft transfer to convention center  (Time to be determined. Will be late at night or Monday morning)	0600 (06:00 AM) – Pilot briefing for fly-in.  0700 (07:00 AM) – Flight Ops to convention center begins.	Weather day backup for Flight Ops  Convention Exhibit Floor set up 0800 – 1700 (08:00 AM – 05:00 PM)	Convention Exhibit Floor set-up 0800 – 1500 (08:00 AM – 03:00 PM)  Convention Exhibit Floor Opening Reception 1700 – 2000 (05:00 AM – 08:00 PM)	Convention Exhibit Floor Open 1030 – 1600 (10:30 AM – 04:00 PM)	Convention Exhibit Floor Open 1000 – 1400 (10:00 AM – 02:00 PM)  Convention Exhibit Floor Closes 1400 (02:00 PM) – Move out begins.  Flight Ops – Helicopter  Fixed-wing / ground transfer back to airport; begins after flight ops complete	Weather day backup for Flight Ops

## Insurance Requirements for Display of Aircraft

1. All aircraft exhibited in the Convention Center for APSCON 2026, whether flown or trucked in, must be properly insured.
2. Any commercial exhibitor that brings an owned, leased or borrowed aircraft to be displayed in the Convention Center, including the use of aircraft belonging to a governmental agency, agrees to name APSA Inc., its agents, officers, directors and employees and exhibition convention center, its owners, management company, officers, directors and employees as an 'additional insured' on the exhibitors policy of insurance covering the operation of the aircraft. In addition, Exhibitor acknowledges that APSA does not maintain any insurance to cover loss or damage to any property of Exhibitor. Exhibitors are advised to obtain commercial insurance to cover all losses and claims. Furthermore, it is requested that all exhibiting companies carry general liability and personal property insurance, including workers' compensation, if applicable.
3. Proof of insurance must be in the form of a "Certificate of Insurance" that identifies all aircraft, individually by serial number, stating the make, model, registration number, and owner of the aircraft. If the aircraft is owned/operated by someone other than the exhibitor, the documentation should so state and proof of insurance shall name both as insured or additionally insured. Without proof of insurance, the aircraft will not be permitted to land at or move into the Convention Center.
4. Aircraft **flown** to the Convention Center: Exhibitors flying aircraft to the Convention Center must provide proof of insurance to APSA in the form of a Certificate of Insurance. This should be from the exhibitor's insurance broker, confirming a minimum of \$5,000,000 combined coverage for public liability and property damage.
5. Aircraft **trucked** to the Convention Center: Exhibitors trucking aircraft to the Convention Center must provide proof of insurance to APSA in the form of a Certificate of Insurance. This should be from the exhibitor's insurance broker, confirming a minimum of \$1,000,000 combined coverage for public liability and property damage.

### **ADDITIONAL INSURANCE REQUIREMENTS**

Whether an aircraft is flown or trucked to the Convention Center, the Certificate of Insurance must also list as additionally insured:

- ✓ Airborne Public Safety Association, its Agents, Officers, Directors and Employees
- ✓ The Broward County Convention Center, its Owners, Management Company, Officers, Directors, and Employees

Additionally, the Airborne Public Safety Association shall be provided a “Waiver of Subrogation” under the hull/physical damage insurance coverage for each aircraft.

If hull/physical damage insurance coverage is NOT carried, or the aircraft is “self-insured” by the owner, APSA must receive a notarized letter on the aircraft owner’s letterhead signed by an officer of the company stating that the owning/operating company will not hold the Airborne Public Safety Association liable for any damage incurred during APSCON 2026, to include the time period of the aircraft’s arrival at the Convention Center to the time of its departure.

Proof of Insurance (original or copy is acceptable) should be transmitted by mail, email (bosborne@publicsafetaviation.org) or fax (301-631-2466) to the Airborne Public Safety Association, Attention: APSCON 2026 Flight Operations, 50 Carroll Creek Way, Suite 260, Frederick, MD 21701.

PROOF OF INSURANCE MUST BE RECEIVED BY APSA NO LATER THAN MONDAY, JUNE 30, 2026.

For last minute changes/replacements to aircraft being exhibited, fax (301-631-2466) or email (bosborne@publicsafetyaviation.org) insurance documents to APSA and bring copies to the Pilot Orientation & Safety Briefing on Monday, July 13, 2026. Documents must be verified by APSA before aircraft will be permitted into the Convention Center.

## FBO Services

For APSCON 2026, APSA is requiring that all helicopters flying into the Convention Center be staged out of **Sheltair Aviation**, located at the Fort Lauderdale-Hollywood Int'l Airport (KFLH). Fixed-wing operations, or helicopter operators wishing to stage aircraft for demonstration flights, may wish to stage at KFLH, which is much closer to the convention center.

- ✓ Ramp and overnight fees at both FBOs will be waived for APSCON related aircraft.
- ✓ Jet A and 100LL fuel will be offered to event attendees at tenant rates.

Sheltair Aviation  
Fort Lauderdale-Hollywood Int'l Airport (KFLH)

<https://sheltairaviation.com/locations/fl/>  
954-359-3200  
<http://www.airnav.com/airport/KFLH>

Fixed-wing aircraft needing to be towed to the Convention Center will be staged out of KFLH. There is a charge for the transport service.

# AIRCRAFT FUEL REQUIREMENTS

Display of Aircraft inside a Building:

The maximum amount of fuel that is permitted in aircraft that are flown to the display site is the minimum reserve\* that is required by Federal Aviation Regulations (91.151). This means aircraft will be allowed to enter the convention center with only enough fuel to reposition after the show back to an airport where commercial fuel is available and have a 20-minute reserve. You may include sufficient fuel to accomplish any ground runs necessary after the aircraft has been on display.

The Fire Marshal will be at the convention center and will inspect every aircraft entering the convention center. Any aircraft containing more than this amount will be denied entry into the convention center.

\* Minimum fuel on arrival shall be defined as: “Enough fuel to start up, conduct ground runs sufficient to determine airworthiness after the display (10-minutes), fly to the refueling airport and have a 20-minute reserve upon landing”.

\*\*\*Sheltair Aviation does not have aircraft de-fueling equipment\*\*\*

\*\*\*De-fueling will not be allowed at the landing site\*\*\*

- Convention Center regulations stipulate gas caps must be locked or sealed with tape. Batteries must be disconnected. Igniter breakers must be pulled and tie-strapped.
- **Aircraft fuel quantity will be checked** prior to movement into the Convention Center. Pilots are reminded to plan their departures from the Convention Center back to Sheltair Aviation or another nearby destination where necessary refueling can be accomplished.
- Should a fuel, oil, or hydraulic leak occur while the aircraft is inside the convention center, APSA will have “spill kits” available. However, if a leak cannot be stopped or contained, the aircraft will be removed from the convention center.

\*\*\*NOTE: Fueling and/or de-fueling WILL NOT be permitted at the Convention Center\*\*\*

# Pilot Briefing and Flight Ops

## OVERVIEW

Date: Monday, July 13, 2026

Location: Sheltair Aviation  
1100 Lee Wagener Blvd.  
Ft. Lauderdale, FL 33315  
Ft. Lauderdale-Hollywood International Airport (KFL)

6:00 a.m. Welcome

6:10 a.m. Pilot Orientation & Flight Operations Safety Briefing

7:00 a.m. Convention Center Landing Area Opens

**\*\*NOTE\*\*** Transportation will not be provided from the hotels to Sheltair Aviation for the Pilot Orientation & Flight Operations Safety Briefing.

1. During the pilot briefing details will be given as to the preferred flight path to the landing area and schedule. The Air Boss will be at the landing site. An APSA operations designee will be at the FBO in contact with the Air Boss. When the Air Boss confirms the landing area is ready for the next aircraft, the designee will clear the next aircraft in the schedule to launch. No aircraft may land at the convention center without first obtaining approval from the APSA designee per the Air Boss.
2. The APSA designee at the airport will **check the fuel level** in each aircraft before departure to make sure there will not be an issue after landing in regard to the minimum fuel requirement.
3. A landing team will be on hand to secure the site and marshal in aircraft.
4. APSA reserves the right to designate the order aircraft are flown to the convention center due to the need to sequence the aircraft based on an exhibitor's booth location.
5. Because of the uncertainty in terms of the time required for each aircraft, no exact time slot can be assigned. Pilots must wait at Sheltair Aviation after the morning briefing to ensure they are ready to launch when their turn comes up.
6. For safety considerations, **only those personnel authorized by APSA will be allowed to approach an aircraft while the rotors are turning.** Please advise persons meeting your

aircraft to remain clear. Under no circumstances will any person be allowed to approach or depart from an aircraft during rotor run-up or coast-down.

**\*\*\*Final details on flight ops will be given during the pilot briefing\*\*\***

**“WEATHER DAY” | Tuesday, July 14, 2026**

APSA staff members are committed to other activities on this day and are not generally available to coordinate flight operations. APSA may arrange access to the landing area ONLY for extraordinary circumstances that prevent completing Convention Center flight operations by 12:00 noon on Monday, July 13, 2026. Therefore, there will be no scheduled aircraft arrivals other than on Monday, July 13, 2026.

## Airport Information

### Fort Lauderdale-Hollywood International Airport

<http://www.airnav.com/airport/KFLL>

FAA Identifier	KFLL
Lat/Long	26-04-18.0000N / 080-08-58.9000W 26-04.300000N / 080-08.981667W 26.0716667 / -80.1496944
Elevation	65 ft
Location from City	3 miles SW of Fort Lauderdale, FL
Tower	119.3
Clearance Delivery	128.4
Ground	121.4
D-ATIS	135.0

# Arrival / Landing Site Information

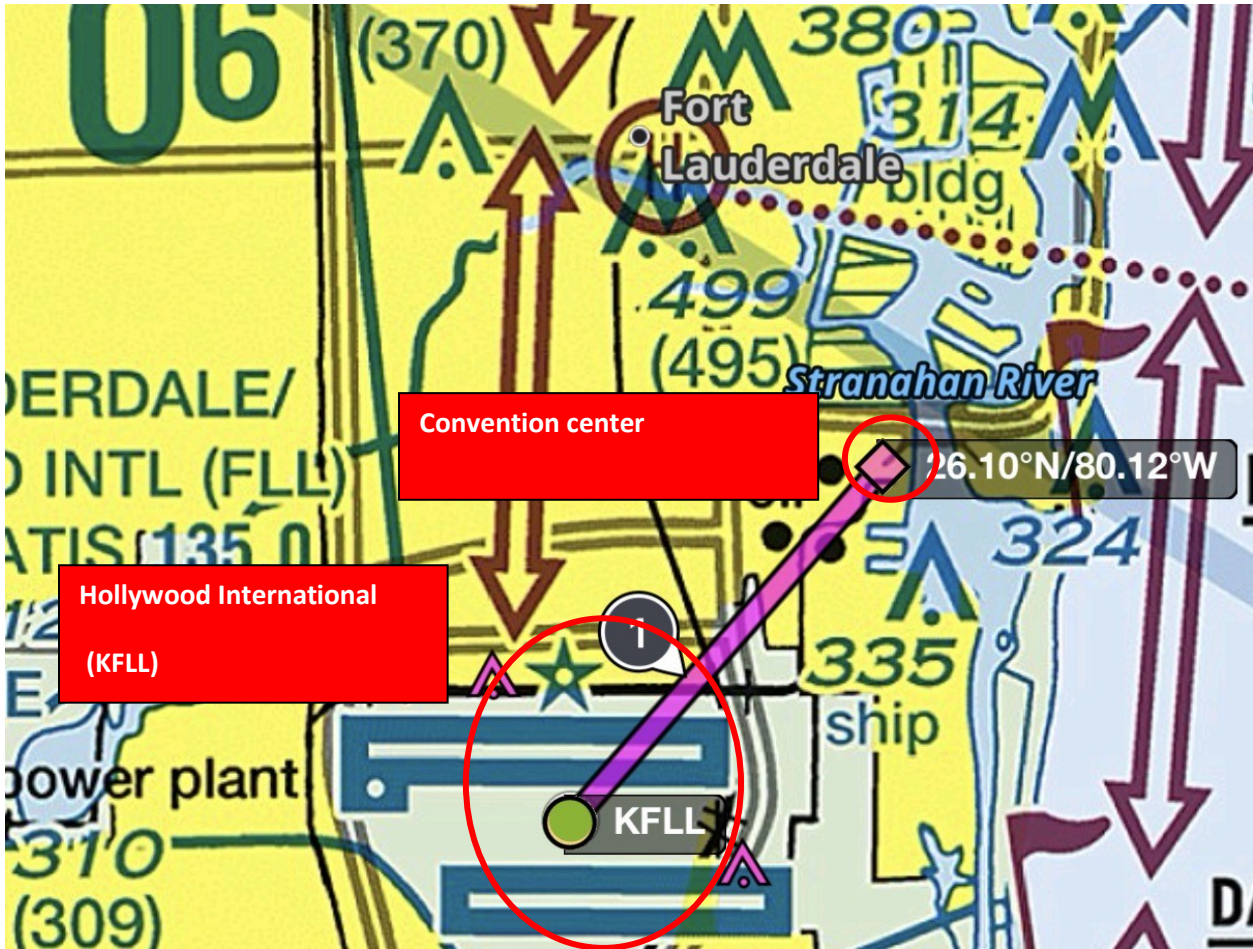
This information is preliminary.

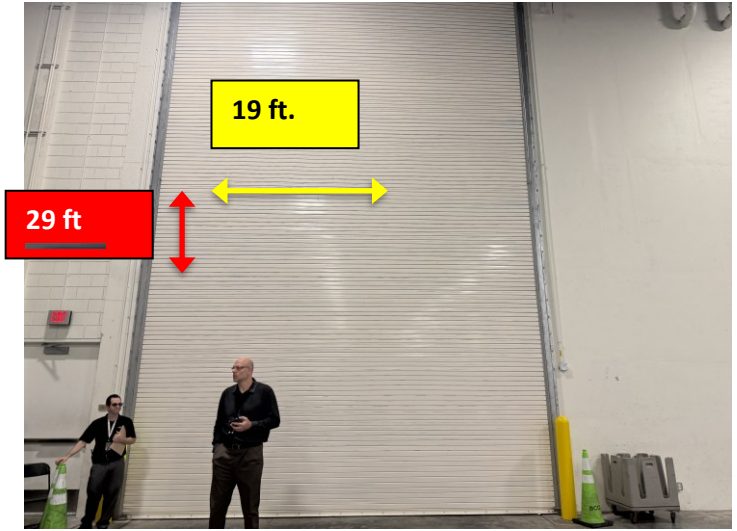
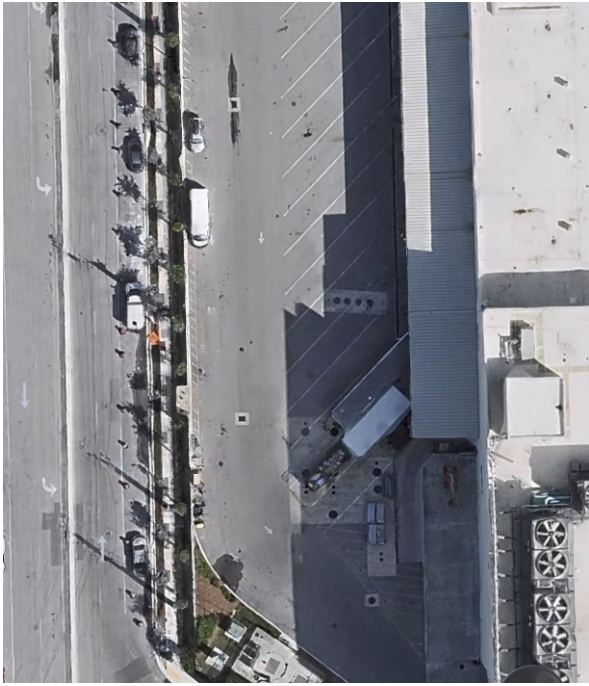
A final flight operations briefing will be provided during the pilot briefing on Monday, July 13<sup>th</sup>.

**LZ Coordinates:** 26° 05.87'N  
80° 07.44' W

**LZ Ops frequency:** 123.025

1. When departing from Hollywood International Airport inform the air traffic controller that you will be headed to the convention center. ATC will be briefed on the operations for that day in advance. The controller will give you instructions according to their needs.
2. The convention center is located 3 nautical miles south of Fort Lauderdale-Hollywood International Airport (KFLL).
3. It is in Class B airspace for the international airport.
4. Once cleared by ATC (or use second radio) switch to operations frequency 123.025 and check in with the Air Boss. The air boss will give any last minute instructions, wind conditions and clear you to land. **Do not attempt to land without the Air Boss clearing you to do so.**
5. Ground staff will be on site with brightly colored vests and marshaling sticks. Landing is at your own discretion. Safety is a priority. If you *think* you might need to go around and try the approach again, **DO IT!** Advise the Air Boss as soon as safely able to do so.
6. The LZ is the loading dock area. It is level and paved. The loading dock will be cleared of debris, FOD and equipment prior to arrival.
7. **The LZ is 78 feet wide.** The only obstacles are the building itself.
8. **DO NOT DIRECTLY OVERFLY THE FUEL FARM TO THE WEST**
9. Emergency equipment will be standing by during landing and takeoff operations.





# AIRCRAFT MOVE-IN to EXHIBIT HALL and STATIC AREA

Fixed-wing aircraft towed in on Sunday will be brought into the exhibit hall first thing Monday morning, before helicopters are brought into the landing area. We will attempt to get access to the convention center during the early morning hours on Monday to get the airplanes inside ASAP.

## **Upon landing at the Convention Center, the aircraft will be prepared as follows:**

1. Aircraft will be cooled down in accordance with manufacturers' recommendations.
2. Aircraft will be verified as having the allowed amount of fuel in the fuel tanks.
3. Aircraft fuel systems will be shut off and verified for no leakage or seepage.
4. Circuit breakers for fuel and starting systems will be deactivated, tie-wrapped to prevent inadvertent activation and verified by exhibitor personnel. Batteries shall be disconnected.
5. Aircraft fuel caps and fuel vents will be taped shut. (Locking fuel caps are preferred!)
6. If necessary, main rotor blades will be folded or removed at this time. Advise Cory DeArmitt, Director of Flight Operations, or other authorized APSA representative as rotor downwash from other aircraft might damage loose cowlings or hinder blade removal.
7. Aircraft without documentation and proof of insurance will not be allowed to enter the Convention Center or remain parked on Convention Center property.
8. Know your booth number! This will expedite getting your aircraft to the proper area of the Exhibit Hall.
9. After Director of Flight Operations approval and completion of preparation, aircraft will be moved to the Exhibit Hall as instructed.
10. All exhibitors moving aircraft into the Convention Center must provide Ground Guides ("wing-walkers") to avoid possible damage to your aircraft, or other exhibits, while moving into the Convention Center.
11. Provide Cory DeArmitt with a point of contact (name, hotel, room number, and telephone number) should an emergency with your aircraft occur during APSCON.

12. Aircraft, ground handling equipment, dollies, etc. may not be left outside overnight at the Convention Center before, during, or after the show, as there is no dedicated security for these types of things

\*Once each helicopter is prepped for entry into the building they will be shut down and towed in through the door shown above. APSA will have one vehicle and tow bar for towing aircraft. We do not have ground handling equipment for the various aircraft types coming into the show. **Vendors bringing in aircraft need to arrange for wheels, specialized tow bars, etc. applicable for their aircraft.** APSA personnel are available to assist in that effort, but we do not have the equipment ourselves.

\*Please be sure that same equipment is available on Friday to remove the aircraft as well.

\*Exhibitors must provide personnel to assist in the ground movement of their helicopters into the Exhibit Hall and Static Area. If you require special equipment on-site during move-in, i.e. cranes or forklifts, contact:

Tom Coccia  
Levy Exposition Services  
678-520-3278

**\*\*\*The convention center door is 19' Wide x 29' High\*\*\***

# Aircraft Move-Out and Departure Procedures

1. Obtain clearance from the Levy Expo Services and Flight Operations Director Cory DeArmitt to move aircraft from the convention center to the departure area. Do NOT move aircraft to the operations area until you are ready to depart. Once on the flight line, do not leave the aircraft unattended!
2. Assemble aircraft, remove gas cap and vent tape, remove tie-wraps, and reconnect batteries. Complete a thorough preflight inspection, in accordance with maintenance procedures, to ensure that any precautionary steps taken to prepare the aircraft for display have been corrected and the aircraft has been returned to a full airworthy condition.
3. Establish two-way radio communication before start-up. **DO NOT start aircraft engines until cleared by the on-site Flight Operations Director.**
4. After checklists are complete, safely expedite your take-off to allow other aircraft access to the departure area.
5. Pilots are reminded to be alert for possible conflicting traffic.

Exhibitors must advise Cory DeArmitt if their aircraft cannot be moved out promptly. Exhibitors are responsible for security of the aircraft outside the Exhibit Hall or Static Area when departures are delayed.

If an aircraft is sold, or ownership otherwise transferred during the Conference & Exposition, the aircraft must, nevertheless, be flown by a company pilot who attended the Pilot Orientation & Flight Operations Safety Briefing, preferably the same pilot who flew the aircraft to the Convention Center, and with the original insurance still in force.

All aircraft to be flown from the Convention Center must be removed from the Convention Center by 2000 (08:00 PM) on Friday, July 17, 2026. Any aircraft remaining at the Convention Center after 2000 (08:00 PM), other than those to be trucked out, are subject to being removed by ground transport to the nearest FBO at the owner's expense.

# Aircraft Fly-Out

Friday, July 17, 2026  
1400 – 2000 (02:00 PM – 08:00 PM)

**Note:** Only those pilots who attended the Pilot Orientation and Flight Operations Safety Briefing for the Fly-In into the Convention Center may fly aircraft during the Fly-Out from the Convention Center unless prior arrangements have been made with Cory DeArmitt.

Only day/VFR operations are permitted. No aircraft will be permitted to depart after dark.

Aircraft will not be permitted to move from their booths or the static area of the Exhibit Hall floor until after the show closes at 1400 (02:00 PM).

A departure briefing will be provided to pilots on Friday.

**PLEASE BE POLITE AND PROFESSIONAL DURING LINEUP  
TO EXIT THE CONVENTION HALL!**

**Please Fly Neighborly!**

**Take the Time for a Safe Flight Home**

**We Look Forward to Seeing You at APSCON 2026**

**Fort Lauderdale, FL**

**July 13-17, 2026**

# APSCON 2026

## CHECK LIST

### FOR AIRCRAFT EXHIBITORS AND PILOTS

1. Aircraft Display forms due: June 30, 2026
2. Aircraft Insurance Certificates due: June 30, 2026
3. Arrange for FBO/Flight-line services with Sheltair Aviation at Fort Lauderdale-Hollywood International Airport.
4. Plan for required fuel in tanks upon arrival as outlined in this document.
5. Review current Arrival/Departure procedures and charts.
6. Tow bars/ground handling/rotor blade removal equipment and personnel to move aircraft into Convention Center.
7. Aircraft will be in booth number \_\_\_\_\_.
8. Monday, July 13, 2026 @ 0600 (06:00 AM) - Pilot Orientation and Flight Operations Safety Briefing (required for aircraft flown to/from Convention Center) at Sheltair Aviation – Fort Lauderdale
9. Monday, July 13, 2026, 0700 - 1200 (07:00 AM to 12:00 noon) – Aircraft Fly-In to Convention Center.
10. Friday, July 17, 2026, 1400 – 2000 (02:00 PM to 08:00 PM) – Aircraft Fly-Out from Convention Center.
11. Remember, all pilots must attend the Pilot Orientation and Flight Operations Safety Briefing before they can fly an aircraft to/from the Convention Center.
12. Ask questions if you are unfamiliar with these guidelines.

**SAFETY FIRST!**  
**APSCON / APSCON Unmanned 2026**  
**APSA's 55th Annual CONFERENCE & EXPOSITION**

**CHECK LIST | FOR AIRCRAFT ENTERING THE CONVENTION CENTER**

Aircraft without documentation and proof of insurance will not be allowed to enter the Convention Center or remain parked on Convention Center property.

Complete and sign a form for each aircraft. Upon landing at the Convention Center, verify the aircraft is prepared as follows:

Enter Aircraft Registration No. \_\_\_\_\_ Verified By (Initial)

- |  |       |
|--|-------|
| 1. Aircraft fuel level verified as required.   | _____ |
| 2. Aircraft fuel systems will be shut off and verified for no leakage or seepage.                                | _____ |
| 3. Circuit breakers for fuel and starting systems deactivated and tie-wrapped to prevent inadvertent activation. | _____ |
| 4. Aircraft battery disconnected.  | _____ |
| 5. Aircraft fuel caps and fuel vents taped closed.<br>(Locking fuel caps are preferred!)                         | _____ |
| 6. APSA Flight Operations Director clearance ( <i>signed by APSA rep</i> )                                       | _____ |

Use Ground Guides (“wing-walkers”) to avoid possible damage to aircraft, or other exhibits, while moving into the Convention Center.

Note: Large pieces of equipment, dollies, etc. may not be left outside overnight at the convention center before, during, or after the show, as high vehicular traffic is possible and there is no dedicated security for these types of things.

Be sure you have provided APSA Flight Operations Director Cory DeArmitt with a local point of contact, should an emergency with your aircraft occur during the exposition: Name, Hotel, Telephone Number and Room Number!!

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**SAFETY FIRST!**  
**APSCON / APSCON Unmanned 2026**  
**APSA's 55th Annual CONFERENCE & EXPOSITION**

**CHECK LIST | FOR AIRCRAFT EXITING THE CONVENTION CENTER**

Exit Aircraft Registration No. \_\_\_\_\_

Verified By (Initial) \_\_\_\_\_

1. Aircraft fuel level verified as required. \_\_\_\_\_
  
1. Ensure any ground handling equipment required to move the aircraft from your booth to the flight operations area is on-site. \_\_\_\_\_
  
2. If it was necessary to fold or remove any main rotor and/or tail rotor blades, re-install in accordance with the manufacturer's appropriate instructions and procedures. \_\_\_\_\_
  
3. Remove any tape that may have been used to seal any fuel and battery vents, aircraft fuel caps, static ports and or pitot systems \_\_\_\_\_
  
4. Remove any tie-wraps from circuit breakers that were used to prevent inadvertent activation of fuel and starting systems and reactivate. \_\_\_\_\_
  
5. Reconnect the battery. \_\_\_\_\_
  
6. Complete all appropriate logbook entries in accordance with FAA Regulatory requirements for maintenance performed. \_\_\_\_\_
  
7. Perform a thorough preflight inspection. \_\_\_\_\_

Remember that the aircraft came in with minimum fuel, so the first stop needs to be planned with that in mind.

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

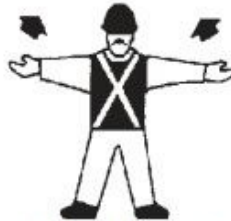
# Helicopter Hand Signals



**Clear to Start**  
Make circular motion above head w/arm



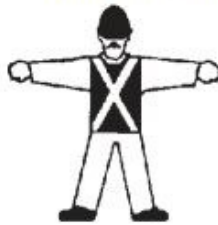
**Hold on Ground**  
Extend arms at 45 thumbs down



**Move Upward**  
Arms extended sweeping up



**Move Downward**  
Arms extended sweeping down



**Hold Hover**  
Arms extended w/clenched fists



**Clear to Take-Off**  
Arms extended in take-off direction



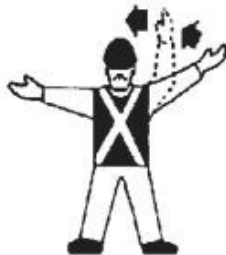
**Land Here**  
Extend arms w/wind at back



**Move Forward**  
Arms extended & wave copter toward you



**Move Rearward**  
Arms downward using shoving motion



**Move Left**  
Right arm extended left arm sweeps overhead



**Move Right**  
Opposite of move left



**Move Tail Rotor**  
Rotate body w/one arm extended



**Shut Off Engine**  
Cross neck w/hand palm down



**Fixed Tank Doors**  
Open arms outward Close arms inward



**Release Sling Load**  
Contact forearm w/other hand



**Wave Off Don't Land**  
Wave arms & cross overhead



**AIRCRAFT DISPLAY  
INFORMATION &  
REQUEST FORM**

**LOCATION:**

Broward County  
Convention Center  
(Exhibit Halls B-C)

All exhibitors displaying  
aircraft must complete  
and return this form to  
the APSCA Headquarters  
by June 15, 2026.

Please return all  
completed forms to:

APSCON 2026  
50 Carroll Creek Way  
Suite 260  
Frederick, MD 21701

Fax: 301-631-2466

Email (as attachment):  
[bosborne@publicsafety  
aviation.org](mailto:bosborne@publicsafetyaviation.org)

Please complete the information below for the Exhibitor displaying the aircraft in their booth.

Exhibiting Company Name:

Exhibiting Company Address

City/State/Zip Telephone

Point of Contact

Email Telephone

Name of Pilot

Email Telephone

Pilot's Contact Information during APSCON 2026 (Hotel and/or Telephone Number):

*Please provide the information requested below for all aircraft to be displayed at APSCON 2026.*

MAKE	MODEL	REGISTRATION NUMBER	ANTICIPATED FBO	BOOTH #

Please complete the information below if the aircraft is owned or operated by someone other than the Exhibitor:

Owner/Operator Name:

Owner/Operator Address

City/State/Zip

Owner/Operator Point of Contact

Email Telephone