

ACC
AERIAL EVENTS
2014 Demo Team and
Heritage Flight
SUPPORT MANUAL



ACC/A3TA

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INTRODUCTION

PURPOSE

1. Congratulations on receiving an Air Combat Command (ACC) Single-Ship Demonstration Team and/or United States Air Force (USAF) Heritage Flight (HF) provided by ACC and the Air Force Heritage Flight Foundation (AFHFF) to support your air show. The purpose of this manual is to help ensure your event is a resounding success. We look forward to working with you in this endeavor.
2. This manual provides support requirements for both the Single-Ship Demonstration Team and the USAF Heritage Flight Team. When support requirements apply to both teams, these entities will be referred to as the **ACC Aerial Events Team** or **ACC Team**. Requirements that are unique to one team will be listed separately.

NOTE: The USAF Heritage Flight Team consists of the Military AND AFHFF Civilian pilots, maintenance, etc... Unless stated otherwise, any reference to the "ACC TEAM" includes both.

HISTORY OF USAF HERITAGE FLIGHT PROGRAM

1. The USAF Heritage Flight is a coordinated U.S. Air Force and Air Force Heritage Flight Foundation aerial performance which may be scheduled (if desired) at your air show/open house.
2. In 1997, the Air Force celebrated its' 50th Anniversary as a separate branch of the military. In support of the celebration, ACC started flying dissimilar formation flights consisting of our F-15, F-16, and A-10 Single-Ship Demonstration Teams and approved Civilian Warbird Pilots flying A-1's, A-36's, P-40's, P-51's, P-47's, P-38's, and F-86's. The response was an overwhelming favorite during air shows, so ACC designed and approved a formal program, The USAF Heritage Flight Program, to continue these flights throughout future air show seasons.
3. The F-22 Single-Ship Demonstration Team and active duty F-4's were added to the program in 2005 and the F-15E Strike Eagle Single-Ship Demonstration Team was added in 2006. In 2010, the Air Force Heritage Flight Foundation (AFHFF) was formed to keep this popular program flying. In 2012, the former A-10 and F-16 Single-Ship Demonstration Teams became Heritage Flight Teams only and the F-15E Strike Eagle Demonstration Team was deactivated. In 2013, due to funding concerns, the USAF cancelled all support for the program and the AFHFF increased its commitment to the program and kept it alive by flying Heritage Flights with warbirds only. ACC aircraft did not participate. In 2014, ACC reactivated the F-22 Single-Ship Demonstration Team, and it is currently the only active duty participant of the Heritage Flight Program.

- 4.** USAF Heritage Flights may only be conducted by ACC Single-Ship Demonstration/USAF military Heritage Flight Pilots and trained and approved AFHFF Pilots. This program and these pilots are also endorsed by the FAA.

CHAPTER 1 – GETTING STARTED

PURPOSE

1. The mission of the ACC Aerial Events Team is to recruit and retain personnel, display USAF airpower to the public, and act as ambassadors for the United States of America. Your assistance is vital for mission accomplishment.
2. Our support for your air show/open house is directly related to how effective we are in accomplishing our mission. Public outreach, *specifically firm interviews and community events, as well as children's hospital visits, school visits, etc.*, is central to our mission accomplishment. We appreciate your diligent efforts in supporting our team and its mission. Lack of this support will be weighed when generating future schedules.
3. This support manual is applicable to all air shows/open houses; however, for OCONUS airshows, if ACC is directed to support one, where our ACC team has to deploy with additional support equipment, or where they will be flying another Major Command's (MAJCOM's) aircraft, expect additional requirements. The ACC Overseas Scheduler (Comm 757-764-8175 or DSN 574-8175) will discuss these requirements with you prior to committing a demo team to your show.

REQUEST PROCEDURES

You are required to fill out a DD Form 2535 on line via the SAF/PA web site at: <http://www.airshows.pa.hq.af.mil/PublicSite/Index.cfm?fwa=home>. You should then print it out, have it signed by FAA and e-mail a scanned copy or fax it to SAF/PA.

OPEN HOUSE/AIR SHOW COMMITTEE MEMBERS

1. **Air Show Director** – The Air Show Director must read every section of this support manual and fully understand the contents and requirements. *He/she will also sign the agreement forms at Attachments 1 and 3 and send them to the appropriate demo team no later than (NLT) 30 days prior to your event.* Lack of signed forms will jeopardize ACC's ability to support your event. If you are missing one or two items from the agreement, please send it anyway. You can call the team later and pass on the additional information. **COMPLIANCE WITH THIS SUPPORT MANUAL IS MANDATORY.** Failure to fulfill the requirements outlined in this support manual will severely limit your chances to receive ACC and AFHFF support in the future and could cause cancellation of the currently scheduled support.
 - a. For the Demo Team, coordinate with the demo team's Non-Commissioned Officer in Charge (NCOIC) NLT 30 days prior to show start date if you are unable to meet any requirements in this support manual. The demo pilot will decide if this will be acceptable.

- b. For a Heritage Flight, coordinate with the ACC Aerial Events Office NLT 30 days prior to show start date if you are unable to meet any requirements in this support manual. If you are unable to meet any warbird requirements, you must also coordinate with the AFHFF NLT 30 days prior to show start date.
2. **Host-Site Single-Ship Demonstration Team / Heritage Flight (or Aerial Events Team) Project Officer** – We recommend naming one individual as your Host-Site Aerial Events Team Project Officer, and allowing that person to be the ACC Aerial Events Team’s sole source of contact with your Air Show/ Open House staff. Experience has shown that having one focal point for funneling information between the show site and the ACC Team reduces the chances of miscommunication. Your POC must be in contact with the ACC Team when building the air show/event flying schedule and before making changes to it.
 - a. **Your Aerial Events Team Project Officer must read this manual** and be acquainted with the respective areas of responsibility. He or she should be able to discuss all details of your air show/open house and the team’s operational requirements. Details will include, but are not limited to, your schedule of events, FAA waivers, airfield/show site diagrams, housing and transportation requirements, public relations (PR) requests, maintenance equipment requirements, etc.
 - b. **Your Aerial Events Team Project Officer** must be readily available for direct coordination with the ACC Demonstration Team and the AFHFF at least *30 days prior* to the air show.
3. **Air Force Recruiter** – We recommend that you put an Air Force recruiter on your air show/open house committee. Recruiting quality candidates for military service is the primary mission of the ACC Aerial Events Team. It is essential that local recruiters take an active role in coordinating activities to enhance recruiting efforts and be part of your committee. Recruiters must work closely with the host-site Public Relations/Publicity Representative to gain maximum benefit from the team’s visit. The ACC Aerial Event POCs are listed below. Please keep them in the loop during your planning. You can find a local recruiting squadron by going to www.Airforce.com.
4. **Host-Site Public Relations (PR)/Publicity Representatives** – He or she is responsible for coordinating ACC team participation in all receptions, dinners, public relations visits, and media interviews. Coordination with the ACC Aerial Events Media Coordinator, listed below, and local USAF Recruiting Representatives will greatly facilitate Air Force retention support. An effective publicity campaign is crucial to a successful air show/open house. The Host-Site Public Relations/Publicity Representatives should write or distribute, as applicable, all pre-show publicity, and arrange for media interviews, PR commitments, and live coverage of the air show/open house.

MAILING ADDRESSES/CONTACT INFORMATION

When corresponding with the ACC Aerial Events Team, the ACC Single-Ship Demonstration Team scheduled to support your air show/open house, the AFHFF, or the warbird pilot(s) scheduled to support your show, send all letters, e-mails, and packages to the applicable POC listed below. Due to the possibility of mail delays, send important information by priority mail, in sufficient time to reach them before the suspense date. In lieu of priority mail, you may fax or e-mail the information. The applicable mailing addresses, phone and fax numbers, and e-mail addresses are:

HQ ACC Aerial Events Office (Mail)

HQ ACC/A3TA Aerial Events Branch
205 Dodd Blvd, Ste. 101
Joint Base Langley-Eustis, VA
23665-2789

HQ ACC Aerial Events Office (Packages)

HQ ACC/A3TA Aerial Events Branch
227 Hunting Ave, Bldg 647, Room 204
Joint Base Langley-Eustis, VA
23665-2789

If your event falls on an even month, contact
Mr. Mark Thibeault, scheduler, at (757) 225-9275
Email: Mark.Thibeault.1@us.af.mil

If your event falls on an odd month or is overseas, contact
Mr. Larry Schleser, scheduler, at (757) 764-8175
Email: Lawrence.Schleser.ctr@us.af.mil

ACC Media Coordinator and Back-up scheduler, contact
Mr. Steve Bultman at (757) 225-9274
Email: Steve.Bultman.ctr@us.af.mil

For all other issues or if unable to contact one of the POCs listed above, contact
ACC/A3TA at (757) 764-8346.
E-mail: acc.a3ta@us.af.mil

F-22 Single-Ship Demonstration Team Contact Information:

1st OG Demo Team
160 E. Flightline Road, Ste 104
JBLE, VA 23665-2297

Capt John "Taboo" Cummings
Phone: (757) 764-5028 or DSN 574-5028
Cell Phone: (757) 272-4377 or (208) 841-8649
Fax: (757) 225-2272 or DSN 575-2272
E-mail: raptor.demo@us.af.mil;
john.cummings@us.af.mil

Civilian Heritage Flight Pilots Coordinator (Mr. Eric Williamson):

Air Force Heritage Flight Foundation
1375 Enclave Parkway
Houston, TX 77077
Phone: 713-580-3651
Cell: TBD
Email: ewilliamson@friedkin.com

Civilian Heritage Flight Pilots

Contact Mr. Eric Williamson at the AFHFF (see above), for civilian HF pilots' contact information. The following is a list of the current civilian AFHFF pilots that are ACC approved and qualified.

Lt Col (USAFR Ret) Greg Anders
Mr. James Beasley, Jr.
Mr. Kevin Eldridge
Mr. Dan Friedkin
Mr. Thomas Gregory
Lt Col (USAF Ret) Charles Hainline
Mr. Steve Hinton
Mr. Lee Lauderback
Mr. Vlado Lenocho

CHAPTER 2 – THINGS WE NEED TO KNOW

AIR SHOW/OPEN HOUSE INFORMATION SHEET

1. The Air Show/Open House Information Sheet (Attachment 2) contains essential information needed by the ACC Team. Please send it to HQ ACC Aerial Events and the applicable Single-Ship Demonstration Team as soon as possible, but not later than **30 days prior to** your air show.
2. When filling out the information sheet, be sure to include the **full name and rank** (if applicable) of all individuals, and commercial and/or DSN phone numbers. If you are missing one or two items from the information sheet, please send it anyway. You can call the team later and pass on the remaining information.
3. Please verify all telephone numbers and notify the ACC Team immediately of changes.

SCHEDULE OF EVENTS

1. No-later-than one week out from the air show/open house start date, please provide ACC Aerial Events and the applicable Single-Ship Demonstration Team a detailed schedule of your air show. It should include:
 - a. All scheduled events and the times they will perform, from gates open to gates closed.
 - b. Scheduled or proposed public relations appearances (e.g. high school visits, hospital visits, etc.).
 - c. Names and positions held of all VIPs attending the airshow.
2. Please ensure all ACC Team members (i.e., all ACC Demo Team members and AFHFF Warbird pilots/crew chiefs) are included on all access lists, in particular, those used to access the flight line, VIP area, etc. Flight line badges, along with any other locally required documentation, may be used in lieu of an access list. Also, ensure all vehicles utilized by the team have flight line access for the purpose of driving to and from their aircraft.

CHAPTER 3 – MAINTENANCE PERSONNEL ARRIVAL

MAINTENANCE PERSONNEL ARRIVAL

1. The ACC Team maintenance support personnel will usually arrive at your air show/open house site one day before the pilots/jets. Only in extenuating circumstances will other arrangements be made. If the civilian warbird pilot brings maintenance support personnel with him, they may arrive via commercial air or via the backseat of the warbird, if applicable. Upon arrival, all maintenance personnel require show-provided transportation arranged to pick them up from the airport, if they fly in via commercial air.
2. Please ensure all ACC Team members (i.e., Demo Team and AFHFF personnel) are included on all access lists, in particular, those used to access the flight line, VIP area, etc. Flight line badges, along with any locally required documentation, may be used in lieu of an access list. Also, ensure all vehicles utilized by the team have flight line access for the purpose of driving to and from their aircraft.

MEETING

The senior ACC maintenance representative and the warbird maintenance representative, if there is one, will meet with the air show/open house director/coordinator or Host –Site ACC Team Project Officer to discuss the team's schedule and review requirements of this manual. Please ensure a representative(s) is present who is responsible for each area covered in the support manual, or who can answer all questions and has the authority to fix all problems that may arise. Agenda items will include:

- a. Air show schedule
- b. Public relations commitments
- c. Hangar space / Security for aircraft
- d. Maintenance equipment
- e. Recruiting support
- f. Transportation
- g. Flight line access
- h. Fire/disaster/emergency response
- i. Lodging
- j. Fuel
- k. Music Licenses
- l. Free parking space for the AFHFF RV, if applicable
- m. Force Protection/Antiterrorism—have a representative to discuss. For a civilian airshow, contact a local law enforcement, TSA, or Homeland Security representative, as appropriate, to discuss local force protection.

GROUND SURVEY OF AIR SHOW SITE

After the meeting, air show representatives will provide maintenance personnel a complete tour of the air show/open house site and flight line.

INVENTORY OF MAINTENANCE SUPPORT EQUIPMENT

Maintenance personnel will inventory maintenance support equipment after ground survey of the air show/open house site.

CHAPTER 4 – HOUSING

GENERAL

1. The air show/open house will provide lodging for the ACC Aerial Events Team at no expense to the team. Coordinate with both the Single-Ship Demonstration Team and the AFHFF POC or the civilian AFHFF pilot before making billeting arrangements.
2. **Room Reservations:** The following number of rooms will be reserved for each team. Please contact the ACC Team for further details:
 - a. F-22 Demo Team – At least eight non-smoking rooms. The team may require two additional rooms for pilots that bring aircraft to the air show/open house from other bases to support the team.
 - b. Civilian HF Pilot – Contact the Air Force Heritage Flight Foundation.
3. The team may require additional rooms due to other circumstances/requirements for your show. Room reservations and funding are the host billeting representative's responsibility. *The ACC team personnel cannot sign any billeting contracts, and everyone must have their own room.*
4. Provide one non-smoking room for each HQ ACC representative and/or wing leadership representative (from the wing that owns the demonstration team) who attends the show for official air show business only. Normally this is no more than one person from HQ ACC and/or wing leadership.
5. Ensure the hotel is clean and in a quiet location, i.e., not near railroad tracks, heavily traveled thoroughfares, or heavy construction.
6. Hotel rooms for the ACC Demo Team pilot, safety observer, maintenance team chief, and civilian AFHFF pilot must have a telephone and high speed data connections for computer equipment. Arrangements **MUST** be made beforehand with lodging locations to ensure the team will not be charged for the high speed data connections (e.g., internet) or telephone calls that are used for official/authorized purposes. All rooms must have air conditioning.
7. Crew integrity is required. All personnel on the ACC Aerial Events Team will be billeted at the same hotel/on-base quarters. The team **will not** split into enlisted/officer quarters. A crew is defined as the pilot, safety officer, narrator, maintenance personnel, civilian Heritage Flight pilot, warbird maintenance personnel, and any headquarters or wing leadership personnel.

8. Billet the ACC Demo Team and the civilian AFHFF pilot/maintenance personnel with other air show participants to the maximum extent practical.
9. Reserve rooms for all ACC and civilian AFHFF personnel under the ACC F-22 Single-Ship Demonstration / Heritage Flight Team. Team members may change at the last minute, causing confusion if rooms are reserved under individual names.
10. Billet a convenient distance from the show site, or from aircraft staging location in the case of a deployed show (30-minute maximum driving time.)
11. *Should the team experience delays in departing the air show/open house due to aircraft malfunction, weather or other reasons, they may be forced to stay longer than planned. If that is the case, the team will require the rooms for as long as required at the air show's/open house's expense for only those individuals required to remain behind. Rooms may also be required for specialized maintenance personnel that may have to report to fix a broken aircraft. In any event, the team will make every effort to depart as soon as possible to minimize the expense to the air show/open house.*

ADDITIONAL REQUIREMENTS

1. Credit Cards: The hotel the team stays at must accept VISA credit cards for incidentals; Air Force regulations mandate their use for official business.
2. Telephones:
 - a. Your billeting representative must coordinate with the hotel concerning local phone and 1-800, 888, 877, 866, and 855 number charges. **If the local phone and 1-800, 888, 877, 866, and 855 number charges cannot be waived, the show sponsor will be required to cover the cost for official/authorized calls.**
 - b. Please provide a 1-800, 888, 877, 866, and 855 telephone number(s) for the hotel front desk (not the sales office).
3. Parking: If the hotel charges for parking, arrangements must be made to have the charges waived. If the hotel will not waive the charges, the air show/open house will be required to cover the cost.
4. Other:
 - a. Dining facilities, fitness facilities, and laundry/dry cleaners should be located nearby. **NOTE: For military air shows/open houses: If the fitness center is closed during the air show, then an off-base fitness facility is required at no cost to the team.**
 - b. Team members should be able to cash personal checks at the hotel.

CHAPTER 5 – TRANSPORTATION

GENERAL

1. The host-site transportation representative must ensure vehicle requirements are met.
2. Funding for vehicles and vehicle fuel for the ACC Demonstration Team and civilian AFHFF personnel is the air show's/open house's responsibility. Should extensive driving be required TO SUPPORT THE SHOW and vehicles need to be re-fueled, host-site transportation representatives must provide a method to refuel vehicles at no expense to the ACC Demo Team or the civilian AFHFF personnel.
3. ACC Aerial Event Team personnel, HQ ACC and wing leadership do not provide rental contract information to show sites. It is the air show's/open house's responsibility to provide vehicles for the team.

ACC TEAM REQUIREMENTS

Each ACC team will ensure all team members are qualified to operate rental or courtesy vehicles. The air show/open house is responsible for providing insurance for vehicles. (Use Attachment 3). Vehicle requirements are as follows:

- a. **F-22 Demo Team:** provide four vehicles per team (one full-size van/SUV to carry maintenance tool boxes and equipment, and three mid-size cars). The team may require one additional vehicle for F-22 pilots that bring aircraft to the air show/open house from other bases to support the team.
- b. **Civilian HF pilots:** provide one vehicle per warbird. I.e., if there are two warbirds, two vehicles will be required.
- c. Provide one car for each HQ ACC representative and/or wing leadership representative (from the wing that owns the demonstration team) who attends the air show/open house for official air show business only.

HOST TRANSPORTATION REQUIREMENTS

1. Host-site personnel are briefed to release all required vehicles to the team.
2. All vehicles assigned for team use are available for the duration of their stay, including a continued stay due to aircraft maintenance problems, weather, or other reasons, at the air show's/open house's expense.
3. Where government cars/vehicles are available, they should generally be used. These vehicles will be available for off base official use.

4. All vehicles are in place, fully serviced and fueled.
5. All vehicles are in good mechanical condition and dependable.
6. All vehicles are authorized unrestricted flight line and parking ramp access.

COURTESY CARS

If courtesy cars are used, it is essential that the dealer/provider understand the limitations on advertisements. Dealers/providers may not in any way, before, during or after the team's visit, advertise that the courtesy cars were provided for ACC Single-Ship Demo team's or the civilian AFHFF pilot's use.

MAPS

Please provide all vehicles with a map of the base and/or local community.

GOLF CARTS

Due to congestion in the Priority Level 3 (PL#) parking areas (secured aircraft parking area) and show center, the demo team requests the use of a golf cart (does not apply to staged shows). If a golf cart is not available, please provide another independent mode of travel for the team while on the flight line.

AFHFF RV

Oftentimes, the AFHFF pilots will bring their RV to an air show/open house. They will require parking space on the ramp and approval to cook at the RV without paying a vendor fee.

CHAPTER 6 – OPERATIONS

AIRFIELD DIAGRAM

Air Show organizers must provide the Single-Ship Demonstration Team with a diagram of their airfield/show site. The team should receive the airfield diagram **30 days before** the date of the air show. As a minimum, your airfield diagram should depict:

- a. Show center location and coordinates.
- b. The complete aerobatic box.
- c. The entire show line and crowd line (with distance between them), and any secondary crowd lines.
- d. Parking locations and coordinates for arrival and the air show. Any changes to parking locations once teams have arrived need to be coordinated with the Demonstration Pilot or Team Chief before a change is made.
- e. Magnetic (MAG) bearing of the runway, depiction of Magnetic North, and the scale of the diagram.
- f. Access routes to show center and aircraft parking.
- g. For deployed shows, the team must have a diagram of the show site, as well as the airfield from which the aircraft will deploy.

SHOW LINE

1. The show line should be an absolute straight path over the ground, located 1,500 feet in front of the crowd. If the crowd line is other than a straight line, the show line must be 1,500 feet from the closest spectator area. This line will be used as a primary reference during the single-ship demonstration and/or Heritage Flight.
NOTE: Show line for non-aerobatic maneuvers (Heritage Flight performance, high speed pass, etc.) must be a minimum of 500 feet from the closest spectator area.
2. All markers used to define the show line must be large, highly visible, easily identifiable, and with a stark color contrast to the surrounding terrain. For military show sites, if the markers are to be placed within 1,000' of an active runway or taxiway, check with airfield management to confirm whether the markers must be frangible to comply with airfield obstruction clearance policies. Markers must be in place prior to the first practice performance. Furthermore, ensure you have clearly visible corner markers 500' outside the end of the crowd lines on both sides.

3. Overwater Show Line – For performances flown over water, an artificial show line must be defined by markers, as described above. In addition to being large and highly visible, the markers must also be anchored to ensure they remain in the same position throughout the air show. You will need the assistance of the Coast Guard or Lake Patrol to ensure boats do not enter the aerobatic box during the single-ship demonstration and/or Heritage Flight.

SHOW CENTER

1. Show center is the location on which the demonstration pilot uses to center each maneuver during the demonstration and/or the Heritage Flight. If possible, locate show center in a highly visible area such as a taxiway or intersection of a runway centered along the length of the crowd line. Show center should also be aligned, if possible, with a building, road, or other identifiable object, to allow the pilot to accurately annotate any aerial photographs.
2. Show center must be marked by a large, highly visible, easily identifiable object with a stark color contrast to the surrounding terrain. It must also be easily distinguishable from all other markers on the show line. If the show line is on the runway, the marker should be placed at least 100 feet off the runway so as not to interfere with takeoff or landing.

CROWD LINE

1. The crowd line is a physical barrier preventing spectators from moving forward during an air show. **Snow or FOD fencing for the crowd line barrier is necessary.** This helps to prevent FOD from blowing onto the taxiways and runways.
2. The FAA requires that the aerobatic box be void of all people not specifically required for preparation of the demonstration and/or Heritage Flight.

CONGESTED AREAS

The airfield diagram must reflect the FAA IIC's determination of congested areas.

AIRCRAFT PARKING (SHOW)

1. Please coordinate parking with the senior maintenance representative when he/she arrives to discuss jet blast safety and parking. The single-ship demonstration teams prefer to park as close as safety permits to the crowd line so the crowd can see the pilot and maintenance team at work.
2. Vintage Heritage Flight aircraft must be parked near the single-ship demonstration/ military HF aircraft, unless otherwise coordinated with the demo/HF and AFHFF pilots.

NOTE: If the modern jets are required to stage and the warbirds are not, we request you park the warbirds at the show site.

3. The ACC Single-Ship Demo Team requires that their aircraft be parked on a taxiway or ramp that is at least 75 feet wide. You must select an area that will give the pilot and maintenance personnel unrestricted access and movement. Select an area on the spectators' side of the runway. This will preclude them from frequently crossing active runways. Ensure the parking area and taxiway have proper single-wheel weight-bearing capacity. If you are in doubt, contact the Single-Ship Demonstration Team.

NOTE: ALL SPARE ACC AIRCRAFT ARE NOT TO BE USED AS STATIC DISPLAY AIRCRAFT, AND GENERAL ACCESS WILL NOT BE PERMITTED.

HANGARING OF AIRCRAFT

Provide hangar space for ACC and warbird aircraft in the event of severe weather (hail, etc.), maintenance of aircraft, or security concerns. Contact the AFHFF for additional hangar requirements for specific warbirds.

RUNWAY WEIGHT BEARING REQUIREMENTS

The minimum single wheel weight bearing (SWWB) requirement for the runway for the F-22 is 65,000 pounds.

RUNWAY LENGTH, WIDTH AND ARRESTING GEAR REQUIREMENTS

1. **F-22:** The minimum runway length and width for the F-22 is 7,000 by 75 feet. All show sites (regardless of runway length), must have either a suitable arresting gear (BAK-12 or equivalent) on site or at a 7,000 foot or greater runway within 80nm of the staging location and show site.

NOTE: For technical questions on portable arresting gear installation or to schedule a Red Horse Team to install one, contact ACC/A7OI at 757-764-4185.

2. **Warbirds:** Contact the AFHFF for minimum runway length for the scheduled warbird.

RUNWAY/TAXIWAY SWEEPERS

1. The parking area and all taxiways and runways the team uses must be absolutely free of foreign objects, which could damage our aircraft engines. **It is mandatory that all surfaces (runways, taxiways, and ramps) be thoroughly swept before the team's arrival.**

2. If your airport maintenance facilities do not possess a vacuum sweeper, it will be necessary to make arrangements to obtain one for all ACC demo aircraft. We **cannot emphasize the importance of this requirement enough.**
3. If a brush-style sweeper is used, ensure the **bristles are not steel**, and that thorough **foreign object damage (FOD) check of the runway is accomplished after its use.**
4. Please **restrict helicopters and Harriers** from hovering over taxiways, ramps, and runways intended for the team's use, unless you have a good plan for cleaning up the area afterward. **It is absolutely essential that hovering not be performed over or near our parked aircraft.**

PYROTECHNICS

Pyrotechnics are not authorized for the F-22 aircraft.

AIRSPACE REQUIREMENTS

1. Each show must provide airspace and time for the practice demo / Heritage Flight performances and aerial site survey (normally accomplished as ACC aircraft arrive at your location). The practice show will last the same amount of time as the actual show and will require the same FAA restricted airspace.
2. F-22: As a minimum, the F-22 Single-ship demonstration aerobatic maneuvers need the following airspace: Five mile radius from show center, up to 7,000 feet AGL, and an aerobatic box of 3,000 feet deep by 6,000 feet long.
3. Heritage Flight requires airspace that is a five mile radius from show center, up to 1,500 feet AGL, and an aerobatic box of 3,000 feet deep by 3,000 feet long. The TFR required for the F-22 demo will more than suffice for the Heritage Flight.

AIR SHOW PERFORMANCE SPECIFICS

1. It is critical that the Air Boss understand there will be no takeoff or landing activity permitted during the aerial demonstration or the USAF Heritage Flight, except for those aircraft directly involved in the USAF Heritage Flight. This includes any time during takeoff, rejoin, formation passes and the landing phase of the demo aircraft or the USAF Heritage Flight. The Air Boss should not make any requests over the radio to the Demo or AFHFF pilots to allow such takeoffs or landings. The airboss will release the show container/takeoff clearance to the USAF Heritage Flight in its entirety, including the ACC Single-Ship Demo Team. Actual single-ship takeoffs will be coordinated intra-flight, based on show profile. Takeoffs and landings by other aircraft, as well as excess radio chatter to make such requests, only distract the pilots and may pose an unnecessary risk to their flight profiles.

2. **F-22 Demonstration Profile:** The F-22 single-ship demonstration portion of your air show, ground and flying, lasts approximately 20 minutes / 30 minutes if USAF Heritage Flight is added. It is imperative that no other events be scheduled during this time, except USAF Heritage Flight activity. e.g., NO OTHER GROUND MOVEMENT during the ACC demo or USAF Heritage Flight!
3. **Heritage Flight Profile:** Each performance lasts approximately 10 minutes, and consists of 3 or more formation passes, ranging from a 2 to 4-ship formation, depending on how many AFHFF Heritage Flight warbird pilots are booked for your show. The following are the 3 Heritage Flight display passes:
 - a. Arcing Pass
 - b. Flat Pass
 - c. Over-the-Crowd Pass / Break-to-Land (normally includes aileron rolls as the aircraft break)
4. The team's takeoff must be no earlier than 1/2 hour after sunrise and no later than one hour prior to official sunset so as to ensure the demonstration and the Heritage Flight are complete no later than 30 minutes prior to sunset. The demonstration pilot's takeoff is approximately five minutes after the narrator takes control of the microphone and your public address system.

PERFORMANCE NARRATION

1. **F-22 Demonstration:** Special narration of the single-ship demonstration will be handled by the ACC Demonstration Team Narrator. Coordinate with the F-22 Single-Ship Demonstration Team Narrator as to when to pass full control of the public address system over to him or her. Once the ACC Narrator has control, he or she should not be interrupted unless it is an emergency situation.
2. **Heritage Flight (See Attachment 4):** A special narration script will be narrated by the F-22 Demonstration Team Narrator for the Heritage Flight. The HF performance includes the song "We Remember". The ACC Team will provide a copy of this song digitally or via a CD.

COMMUNICATION

1. In the interest of providing each demonstration pilot the safest environment to operate in, the pilot and safety observer will operate on a discrete frequency for all demonstrations and practices using their own radios (not required for HF-only performance). This is to minimize the amount of third-party radio chatter that can both distract our demonstration pilot and step on required radio calls from the pilot and safety observer during the demonstration. The safety observer will be the only person in direct contact with the demonstration pilot. As such, during the

demonstration, all other parties must coordinate through the safety observer for any information or coordination needed regarding the demonstration pilot or the demonstration. **If necessary, please provide the safety observer with a radio for contact with the other agencies (Air Boss, ATC, etc.). If the Air Boss is not co-located with the safety observer and narrator at show center, you MUST provide them with a DIRECT link (radio, walkie-talkie, etc.) to one another during the actual demonstration. A “middle-man” is not sufficient for safety purposes during the flying operations.**

2. All ACC demonstration aircraft are equipped with UHF and VHF radios.
3. Warbirds are equipped with VHF radios.
4. If not already provided, the Demo and/or HF Narrator will require a podium and public address system with CD and/or MP3 player input capability. The narrator needs this equipment to narrate the performance and play accompanying music.

WEATHER LIMITATIONS

One of the following F-22 Demonstration profiles will be flown, depending on the prevailing weather conditions (Heritage flights require 1500 foot ceiling and 3 miles ground visibility):

- a. High Show – 4,500 foot ceiling, 3 miles ground visibility and 5 miles in-flight visibility with a discernible horizon.
- b. Flat Show/USAF Heritage Flight – 1,500 foot ceiling, 3 miles ground visibility and in-flight visibility.

CRASH-FIRE-RESCUE

In order for our ACC Teams to fly, we require fire/crash/rescue to be stationed on the field and NOT embedded in the crowd.

ADDITIONAL INFORMATION

1. The AFHFF pilots and their aircraft operate as part of the United States Air Force Heritage Flight Program (USAFHFP). Special consideration should be paid to logistical requests that might be needed to safely launch, fly, and recover the USAF Heritage Flight. Final word on all USAF Heritage Flight operations at the air show site will be made by the ACC Single-Ship Demonstration/USAF military Heritage Flight Pilot, IAW ACC's USAF Heritage Flight rules and regulations.
2. The ACC Team performance will be performed **no earlier than 1200 hours local** without pilot approval.

3. With the exception of the U.S. Army Golden Knights, the U.S. Navy Leap Frogs, and the Air Force Academy Jump Team, all landing zones for parachutist demonstrations must be at least 300 feet from ACC Team's aircraft.
4. If radio-controlled model aircraft will operate during your show, they must not come within 300 feet of the ACC Team's aircraft, laterally or vertically.
5. If you plan to use a 500-foot show line for civilian performers, the ACC Team's aircraft must be parked at least 300 feet from the 500-foot show line to avoid over flight of their aircraft.
6. Prohibit other aircraft from running engines during show narration, except for warbirds preparing for USAF Heritage Flight.
7. Do not allow concessions at your air show to sell helium-filled balloons; they are a threat to safe flying operations.
8. If hot-air balloons are a part of your air show, ensure they are not inflated during the team's arrival, practice, or demonstration/Heritage Flight.
9. Ensure ACC Demonstration Team members and the civilian AFHFF pilots and maintenance personnel have access to VIP areas to sign autographs and meet VIPs. To accommodate friends and family members, we require 15 reserved seats in a covered area with water (it can be ice water in Igloo-type coolers) available for team guests, opposite show center, if possible. If it is easier for your show site to locate the ACC Team seating within your main VIP seating section, please do so. This will alleviate you from having to construct a separate area just for our team, and will allow our personnel and their families to enjoy your hospitality.
10. Ensure ACC Demonstration Team members and the civilian AFHFF pilots and maintenance personnel have easy access to meals and water from aircraft parking ramp area during the air show. Provide two 5-gallon Igloo-type coolers filled with ice and water by the aircraft for staged shows.
11. Restroom facilities will be readily accessible from the aircraft parking locations, within walking distance and restricted from general public use.
12. Do not schedule ACC Team's performance times within 30 minutes either side of Thunderbirds or Blue Angels engine run or start of their ground show.
13. You WILL immediately notify the ACC Demo Pilot if you change the arrival time/window that you provided them, for example via a Prior Permission Required (PPR) Number.

CHAPTER 7 – FAA WAIVER/NOTAMS

FAA WAIVER

1. A waiver from the Federal Aviation Administration is required for the ACC Team's aerobatic maneuvers for arrival maneuvers and both the rehearsal and actual air show demonstrations / Heritage Flights. (NOTE: If any of our Heritage Flight pilots are non-current in the Heritage Flight, you must provide an Aviation Practice Area or other protected airspace for them to practice the Heritage Flight). You may submit all waiver requests on FAA Form 7711-2, Application for Certificate of Waiver or Authorization. You must initiate the waiver at least **90 days** before your scheduled show date.

<http://www.faa.gov/documentLibrary/media/form/faa7711-2.pdf>

2. Your request for waiver **must not** be issued to the "ACC Single-Ship Demonstration Team" or the "ACC Aerial Event Team" but must cite a representative of your organization in the "issued to" block of the waiver.
3. The ACC Demonstration Pilot will read and sign the waiver and all of the special provisions. Normally the pilot will review and sign the waiver after the first briefing, showing that they have been briefed.

PERFORMANCE AND PRACTICE WAIVERS

1. In order for the team to perform at your air show, you must request a waiver to the following FAA regulations.
 - a. 91.117(a) – Aircraft speed in excess of 250 knots below 10,000 feet
 - b. 91.117(b) – Aircraft speeds in an airport traffic area
 - c. 91.119(b) – Minimum safe altitudes over congested areas (Military teams with approved maneuvers packages only)
 - d. 91.119(c) – Minimum safe altitudes over other than congested areas, except not closer than 500 feet to persons
 - e. 91.127 – Operating on or in the vicinity of an airport
 - f. 91-129 – Operations at airports with operating control towers (when appropriate)
 - g. 91-155 - Buffer zone around clouds
 - h. 91.303 – Definition of aerobatic flight

- i. 91.303(c) – Aerobatic flight within a federal airway
 - j. 91.303(e) – Aerobatic flight below an altitude of 1,500 feet above the surface
2. As a minimum, waiver time for the practice and demonstration must begin **5 minutes before scheduled takeoff and extend for 30 minutes**. Although the actual performance only lasts approximately 15 minutes, the additional time is requested to allow flexibility for possible maintenance problems or weather conditions. Once again, these are minimum times. Additional time can be requested. Please ensure the required time blocks are accurately reflected on the waiver request. You could encounter unnecessary delays trying to obtain a new waiver.
 3. Please ensure the accuracy of your waivers with Sue Gardner, FAA National Airshow Coordinator, at (874) 294-7970 or Cell (630) 880-5834, sue.gardner@faa.gov.

NOTICE TO AIRMEN (NOTAMs)

1. Your airfield must be closed for the total time issued on the waiver **for both the practice and actual** aerial demonstration / Heritage Flight. This time includes closure to airlines at commercial or joint-use airfields. If you anticipate any conflicts, contact the Single-Ship Demonstration Team and/or HQ ACC/A3TA (Aerial Events Schedulers). Suggest you post a NOTAM for plus and minus 30 minutes of demo team arrival time.
2. Ensure a NOTAM is issued at least **48 hours in advance** of ACC aircraft arrival and in advance of the times specified in both practice and actual performance waivers. It is of the utmost importance to not only provide a NOTAM closing the airfield, but to include the closure requirements of 5NM from show center and 7,000 feet AGL for the F-22 demo for rehearsal or actual show performances.

Sample NOTAM (for practice or actual performance)

Airspace surface to _____ MSL closed within 5 NM of _____

Airfield/TACAN from _____ Z to _____ Z on _____ (date).

TEMPORARY FLIGHT RESTRICTION (TFR)

1. Please ensure a TFR is in place for your airfield that will cover the entire air show circle – 5NM from show center and 7,000 feet AGL for the F-22 demo during rehearsal and actual show days. To ensure that you follow the appropriate steps in acquiring a TFR, follow the steps listed for TFRs on the following web site:

http://www.faa.gov/about/initiatives/airshow/tfr/media/Airshow_TFR_Worksheet.pdf

2. If you are unable to access this site, contact the FAA Flight Standards District Office (FSDO) that approved your DD Form 2535. The FSDO does not accept requests nor issue TFRs but can assist in directing you to the appropriate FAA Air Traffic Office that provides that service.

CHAPTER 8 – AIR TRAFFIC CONTROL

AIR TRAFFIC CONTROL

The airfield must be controlled by tower personnel whenever ACC aircraft are scheduled to operate there, including arrival and departure. If the airfield will be uncontrolled at any time when ACC aircraft are flying, you must notify ACC/A3TA immediately. ACC/A3TA will have to request a waiver. If the waiver is disapproved, ACC will have to cancel its participation.

HAZARDS

Provide the ACC pilot a sectional chart and advise on any hazards in the local area that are not readily known to transient aircraft. This information must be provided to the pilots prior to their arrival at your show site.

LOCAL AIRPORTS

Make sure you contact all airports within a 5 NM radius of your airfield to ensure they are shut down during the time periods specified in the FAA waiver.

CHAPTER 9 – MAINTENANCE

GENERAL

The air show is responsible for obtaining and arranging for the required support listed in this manual, and for covering the costs involved in obtaining and transporting the equipment and materials. Provide the scheduled Single-Ship Demonstration Team with a filled-in copy of Attachment 1 NLT **30 days** prior to your show date. Send a copy to ACC/A3TA.

FOREIGN OBJECT DAMAGE (FOD) CONTROL

1. FOD refers to damage to aircraft components, i.e., flight controls, tires, or engines, by foreign objects such as loose gravel, nuts, bolts, etc.
2. All aircraft are susceptible to FOD. Pieces of ice as small as 1/4", or material as soft as cloth, can damage the engines. Because of that, **make sure all surface areas where the team operates are swept and cleaned prior to their arrival**, and that **these areas remain clean during their stay**. Do **not use** sweepers that have **steel bristles**.
3. **Snow fencing** will aid in preventing FOD from blowing onto the runways/taxiways when it is erected so that it touches the ground. Orange, nylon FOD fencing is an acceptable alternative to snow fencing along the crowd line.

ACC AIRCRAFT ENGINE OIL SAMPLES

1. Each ACC aircraft must have engine oil samples analyzed each day. Failure to provide this service will make the aircraft unable to fly in your air show. **It is the air show's responsibility to transport the samples to the testing location**. Oil samples must be analyzed by a USAF certified JOAPS analysis lab technician using a US certified analysis machine (spectrograph).
2. **F-22:** Oil samples must be taken after the first flight of the day and analyzed and returned prior to the third flight of the day or prior to the next day's first flight, whichever occurs first, before the aircraft can fly again.

ACC AIRCRAFT FUEL REQUIREMENTS

1. The F-22 aircraft requires JP-4, JP-5, JP-8, or Jet-A+. The fuel must be fuel-lab certified and provided by a certified vendor.
2. Military sites – Fuel will be purchased using the DOD fuel card for each respective aircraft.

3. Civilian sites – **AF regulations only allow ACC aircraft to pay the current government rate for fuel.** It is essential that you communicate this requirement to your fuel provider. **Any additional cost for fuel above the government rate will be the responsibility of the air show.**
4. Fuel quantities—air shows/open houses need to top off the F-22 aircraft after each demo/Heritage Flight. The F-22 requires 18,000 pounds of fuel per single-ship demonstration / Heritage Flight.

WARBIRD OIL AND FUEL REQUIREMENTS

Piston-driven warbirds require 100LL AVGAS and Aero-shell type oil. The F-86 requires JP 5/8 or Jet A fuel. Coordinate directly with the pilot or the AFHFF as to specific requirements for oil, tow bars, etc.

ACC AIRCRAFT MAINTENANCE EQUIPMENT REQUIREMENTS

The following maintenance equipment is **required** for the single-ship demonstration team. Ensure equipment is compatible with the F-22 and **is separate from equipment provided to the USAF Thunderbirds or USN Blue Angels, if they are also participating in your show. This equipment will not be shared with other performers.**

- a. Hydraulic Cart (MIL-H-83282)
- b. One 150 LB HALON or CO2 Fire Extinguisher
- c. Military Universal Tow Bar
- d. Tow vehicle
- e. Nitrogen cart capable of 3,000 PSI
- f. A 5-gallon bucket and chocks
- g. An aircraft platform stand, B-4 or a B-1 (preferred), is required for aircraft to allow for pilot entry to and exit from the cockpit.
- h. A Dash 60 Power Unit/Cart (115+/-15 vac, 400+/-30 Hz A/M 32A-60A)
- i. Oil Cart (MIL-L-7808)

WARBIRD MAINTENANCE EQUIPMENT REQUIREMENTS

1. Ability to safely tow aircraft. For example - split bar (tail dragger) tow bar for P-51s and P-47.

2. Contact the AFHFF or the warbird pilot for the specific type of tow bar required or for other support requirements.

CHAPTER 10 – SECURITY

CROWD SECURITY

Events such as airshows and aircraft displays attract large numbers of people, all of whom may pass in close proximity to aircraft. This makes the aircraft extremely vulnerable to vandalism, damage, or destruction. Well-organized crowd control is essential to ensure the safety of spectators, security of the aircraft, and to satisfy FAA requirements. For effective crowd security, the security/law enforcement officer must:

- a. Ensure sufficient law enforcement/security personnel are posted to handle the anticipated crowd.
- b. Set up a physical barrier, preferably snow fencing or FOD fencing, separating the crowd from the aerobatic box and demonstration aircraft. For military open houses, this is usually the responsibility of Civil Engineers, in coordination with Airfield Management. Civilian airshows will operate under local policy. All spectators must remain behind this crowd line. Be prepared for spectators, especially children, to start moving forward unless strict control is exercised.
- c. On a military installation, security will be set up per AFI 31-101 guidelines and Installation CC/DFC determinations. When an event takes place off of a military installation, ensure members of the security/law enforcement team are on hand early and positioned at specific intervals along the crowd line, to ensure the integrity of the intended crowd line is maintained.
- d. Brief the air show security team on all procedures for the air show.

ACC AIRCRAFT SECURITY

1. For military installations:
 - a. Security for ACC aircraft at a military installation will be in accordance with AFI 31-101, *Integrated Defense*, and Installation CC/DFC determinations. Close coordination between receiving locations, owning installations and their HQ ACC functional counterparts is required when aircraft leave their ACC home station.
 - b. Aircraft commanders will assume security of parked aircraft during the Air Show/Open House. Uniformed presence is required by a knowledgeable person to answer questions for the public.
 - c. For the F-22:
 - 1) **Stanchions and sufficient rope to secure 20' perimeter around both aircraft must be available IMMEDIATELY upon arrival of the aircraft.**

At no time will any individuals be allowed inside the perimeter without escort by team personnel or trusted agent as identified on the EAL.

- 2) Arrange for around-the-clock protection of ACC aircraft from arrival until departure. No one is authorized to be on or around our aircraft without an ACC team member escort.
- 3) Photography is allowed up to no closer than 20 feet (doors closed, except for gear doors).
- 4) Aircraft tours inside 20 feet for US citizens must have a cleared escort with them at all times and be approved by the OG/CC.

2. For civilian locations:

- a. Security for aircraft will be equivalent to the basic standard (based on assigned protection level) when aircraft are away from home station.
- b. MAJCOMs must approve use of host security or law enforcement personnel (US or foreign forces, when country-to-country agreements exist), military and civil police, or other DOD personnel to provide response for aircraft deployed away from home stations.
- c. Arrange for around-the-clock protection of ACC aircraft from arrival until departure through their local civilian law enforcement agency. No one is authorized to be on or around our aircraft without an ACC team member escort.
- d. Throughout all periods at civilian airports when ACC team personnel are not present, the following requirements must be met.

1) F-22 aircraft

- a) Will be surrounded by a rope or raised barrier. **Stanchions and sufficient rope to secure 20' perimeter around both aircraft must be available IMMEDIATELY upon arrival of the aircraft. At no time will any individuals be allowed inside the perimeter without escort by Team personnel or a trusted agent as listed on the EAL. A sufficient lights source will be available for hours of darkness. Both aircraft will be illuminated throughout the night.**
- b) Photography is allowed up to 20 feet (doors closed except for gear doors).

- c) Aircraft tours inside 20 feet for US citizens must have cleared escort at all times and be approved by the OG/CC.
- 2) A security patrol must provide constant observation of the ACC aircraft. All four of the following requirements must be met.
 - a) As a minimum, lock aircraft entry points and hatches.
 - b) An armed one-person mobile security patrol in the aircraft parking area able to respond to aircraft.
 - c) An armed two-person mobile security patrol in or outside the aircraft parking area able to respond to aircraft.
 - d) Security or law enforcement personnel who may engage adversaries in the open during emergencies must carry an M-4 or the equivalent.
- 3) Provide additional security requirements, such as hangaring the aircraft, if requested by the team in response to current world situation and security force posture/ Force Protection Condition (FPCON).
- 4) The security forces/law enforcement representative must coordinate communications capability and procedures for requesting emergency assistance from local military or civilian police, as appropriate, for the air show location.
- 5) During Force Protection Condition "CHARLIE" and higher, or when security cannot be arranged at the air show location, cancel the demo team or route the aircraft to a safer location to remain overnight.

WARBIRD SECURITY

Contact the Air Force Heritage Flight Foundation for requirements for securing and hangaring the warbird.

CLASSIFIED SECURITY

For airshows conducted at military installations, please provide secure location for ACC team to store classified information if required.

CHAPTER 11 – PUBLIC RELATIONS / MEDIA

ADVANCE PUBLICITY AND PUBLIC RELATIONS MATERIAL

1. A successful air show begins with an organized public relations plan and publicity campaign. Both the Air Combat Command Aerial Events Office and the Air Force Heritage Flight Foundation (AFHFF) are prepared to help shape your plan to maximize media and community relations events for the ACC Aerial Events Team. You can contact ACC Aerial Events (ACC/A3TA) at 757-764-8346, acc.a3ta@us.af.mil, or Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil; Ms. Kathy White (ACC/PAC) at 757-764-5994, Kathleen.White@us.af.mil; or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil. Your AFHFF point of contact is Mr. Eric Williamson (AFHFF) at ewilliamson@friedkin.com, 713-580-3651.

2. An ACC Team Aerial Events Team is coming to your event to:
 - Represent the U.S. Air Force and Air Combat Command, demonstrating the capabilities and professionalism of the finest air and space force in the world;
 - Strengthen and grow public trust and confidence in the U.S. Air Force;
 - Inspire and recruit America's best to join the service;
 - Retain the quality force we currently have and remind those who are wearing the uniform just how important their service is to the Air Force and the United States.

3. With these goals in mind, the remainder of this chapter provides some guidelines to follow in order to support the ACC Aerial Events Team-public relations effort.

NOTE: ACC requires local AF Public Relation's offices to facilitate media opportunities for the ACC Team when the air shows are hosted at an Air Force base.

ACC AERIAL EVENT TEAM PUBLIC RELATIONS/PUBLICITY MATERIAL AVAILABLE

1. Before beginning your show's publicity campaign, please contact the ACC Aerial Events office at (757) 764-8346, acc.a3ta@us.af.mil, or Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil. If unavailable, please contact Ms. Kathy White (ACC/PAC) at 757-764-5994, Kathleen.White@us.af.mil; or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil. They will ensure you receive a media kit that includes b-roll footage and interviews of the ACC Demo Team, as well as other information and images useful to local

media outlets. ACC wants to put media material in your hands early to help you promote your show.

2. Also, for additional media on the AFHFF and/or the Heritage Flight warbird pilots, contact the Mr. Eric Williamson (AFHFF) at ewilliamson@friedkin.com, 713-580-3651 or the individual warbird pilot, once he has made contact with you.
3. Additional information on the ACC Aerial Events Team can be found at the ACC Aerial Events Web site at <http://www.acc.af.mil/aerialevents/>. Additional information on the civilian Heritage Flight Foundation and its Heritage Flight pilots can be found at the Air Force Heritage Flight Foundation Web site at <http://www.airforceheritageflight.org/>). You will be getting an email from ACC/A3TA with Demo and civilian Heritage Flight pilots' names, bios, and aircraft links approximately 2 months prior to your show. The aforementioned web sites contain fact sheets, biographies, schedules and a variety of other information, as well as links to the ACC Single-Ship Demonstration Team's Web site, where you'll find additional information on the team members, photographs and a variety of images. All information and images are public domain, so please feel free to use them in all of your marketing/media products (posters, air show programs, newspaper/magazine advertisements, billboards, flyers, news articles, etc.). Also, please ensure your local media outlets are aware of these Web sites and encourage them to use them in advertisements, articles, public service announcements, etc.
We also recommend that you contact the ACC Single-Ship Demonstration Team for additional photos of their aircraft and team members for your program.
4. Advertisements cannot imply any type of product endorsement by the Department of Defense, the U.S. Air Force, or the ACC Aerial Events Team (per Title 18 of the U.S. Code, Section 709).
5. Local Air Force Public Affairs offices and recruiters have a good working relationship with local media outlets and can be helpful in distributing these materials.
6. Please ensure you use only the current year's publicity material provided for this year's air show/open house.
7. Include the Single-Ship Demonstration Team and the USAF Heritage Flight in your air show/open house program, website, and brochure.

INFORMATION NEEDED BY ACC PUBLIC RELATIONS

To enable us to help the ACC team to maximize their time at your show, please e-mail the following information about your show and local area to the ACC Aerial Events Office at acc.a3ta@us.af.mil and Cc Mr. Steve Bultman (ACC/A3TA) at steve.bultman.ctr@us.af.mil, Ms. Kathy White (ACC/PAC) at Kathleen.White@us.af.mil, Ms. Michelle Clougher (ACC/PAI) at michelle.clougher@us.af.mil and Mr. Eric

Williamson (AFHFF) at ewilliamson@friedkin.com, at least **30 days** prior to the team's arrival:

- a. Name and theme of your air show/open house (supported charity or cause, if you have one).
- b. Air show/open house information (Web site address, schedule and other basic info).
- c. Brief history of your city/local area.
- d. List of local schools, children's and veteran's hospitals, etc.
- e. Media list w/complete contact information.

MEDIA OPERATIONS

1. The ACC Demonstration Teams and Heritage Flight pilots are available for telephone interviews prior to and after their arrival. After arrival, they are available for radio, television and print interviews. They may do in-station interviews when they have the time to do this. A good rule-of-thumb is 30 minutes of driving time.
2. The ACC Aerial Events representative will let you know when the ACC Single-Ship Demo Team will be available and when you can expect them to arrive in your local area.
3. The AFHFF or the warbird pilot will let you know when the Heritage Flight warbird pilot will be available and when you can expect them to arrive in your local area.
4. After their arrival, the team is available for interviews whenever they are not flying/maintaining the aircraft, eating, sleeping or supporting the local recruiter. In other words, they are available and want to engage the media – it's their job.
 - a. They are professionally trained to work with the media and will endeavor to promote your event every time they are interviewed.
 - b. Please encourage media coverage of the practice sessions and air show.

PUBLIC RELATIONS CHECKLIST



Have you:

1. Been in touch with ACC Aerial Events – 757-764-8346 or acc.a3ta@us.af.mil or Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil; or Ms. Kathy White (ACC/PAC) at 757-764-5994, Kathleen.White@us.af.mil; or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil?

YES [] NO []

2. Been in touch with Mr. Eric Williamson (AFHFF) at ewilliamson@friedkin.com, 713-580-3651?

YES [] NO []

3. Received the media kit from ACC?

YES [] NO []

4. Distributed media kit material to media outlets?

YES [] NO []

5. Contacted with your local recruiter for support? ACC Aerial Events (Mr. Steve Bultman) can put you in touch with your local recruiter.

YES [] NO []

6. Provided a media contact list to ACC Aerial Events and Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil? (at least 30 days prior to the event)

YES [] NO []

7. Invited the media to cover the team's arrival and air show?

YES [] NO []

8. Included the single-ship demonstration team and Heritage Flight in the air show program?

YES [] NO []

CHAPTER 12 – PUBLIC APPEARANCES

GENERAL

1. All public appearances of members of the Single-Ship Demonstration Team must be coordinated with either the ACC Aerial Events Public Relations representative, Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil; ACC Aerial Events (ACC/A3TA) at 757-764-8346, acc.a3ta@us.af.mil; and/or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil. All public appearances of the AFHFF civilian warbird pilots must be coordinated with Mr. Eric Williamson (AFHFF) at ewilliamson@friedkin.com, 713-580-3651, or with the individual Heritage Flight civilian warbird pilot. This does not preclude TV, radio and newspaper interviews scheduled the week of the show. The demonstration pilot and civilian warbird pilots may approve last minute appearances at their discretion.
2. **Please do not** commit the demo team or a civilian Heritage Flight pilot(s) to an activity or event unless it has been coordinated with the demo team and the ACC Aerial Events Public Relations representative, Mr. Steve Bultman, (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil; ACC Aerial Events, 757-764-8346, acc.a3ta@us.af.mil, and/or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil; and in the case of the civilian Heritage Flight pilot, with Mr. Eric Williamson (AFHFF) at ewilliamson@friedkin.com, 713-580-3651 or with the individual Heritage Flight warbird pilot.
3. Air Force Recruiting Representatives will be allowed to participate in the planning and participation of all public appearances.
4. The air show/open house committee should plan for a 5-minute block in which the ACC Team is given the opportunity to introduce team members at social events and/or exchange gifts, if necessary. Please inform the ACC Team's point of contact (NCOIC) if a formal presentation and/or gift exchange is planned at any social event. This will allow the ACC pilot the opportunity to recognize key individuals appropriately during his presentation.

AVAILABILITY

1. Due to crew rest and ACC Team's preparation, the ACC pilot or the civilian warbird pilot may not be available for public appearances on the day of your air show, except for post-show receptions. However, other team members may be available, please use them to the maximum extent possible.
2. All public relations commitments must be within a maximum of **30 minutes** driving time from the hotel and/or show site.

REQUIRED INFORMATION

Please provide the ACC Aerial Events Public Relations representative with the following information for each public relations event.

- a. Name of Event – Visits to schools (medical schools, universities, high schools), hospitals, golf matches, buffets, dinners, interviews, etc. The team likes to make as much contact with children as possible. Please attempt to schedule visits at high schools, summer camps, and youth organizations first.
- b. Location of Event – The team needs a complete street address, to include zip code.
- c. Date/Time of Event.
- d. Host/Hostess/Sponsor – Please identify the individual or organization sponsoring the event and include their work, home and cell phone numbers.
- e. Description – A brief description of what the event sponsor/host would like the team to do while at the event, such as provide the audience with an introduction to the USAF, and/or encourage students to stay in school, study hard, etc. An estimate of how many will be present at the event is also required.
- f. VIPs/Dignitaries Attending – The team needs to know who is attending any event, such as the mayor, civic dignitaries, military officials, etc.
- g. Driving Time – Because of the team's tight schedule, they need to know how long it will realistically take to drive from the hotel to the public relations events. Please err on the liberal side when estimating driving times, allowing for traffic, stop lights, parking, etc.
- h. Event Site – Request the show site PA representative provide an escort from the hotel to the event and back.
- i. Site Requirements – Forward to the ACC Aerial Events Public Relations representative, Mr. Steve Bultman, as far in advance of the visit as possible. For example, a children's hospital may have a requirement to have a listing of all attendees a specific time in advance of the visit.

PUBLIC APPEARANCE CHECKLIST



Have you:

1. Coordinated all ACC Single-Ship Demo team public appearances with ACC Aerial Events – 757-764-8346 or acc.a3ta@us.af.mil or Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil; and/or Ms. Michelle Clougher (ACC/PAI) at 757-764-5936, michelle.clougher@us.af.mil?

YES [] NO []

2. Coordinated all Heritage Flight warbird pilot public appearances with the AFHFF?

YES [] NO []

3. Ensured commitments are within a 30-minute drive?

YES [] NO []

4. Sent ACC Aerial Events all the required information?

YES [] NO []

5. Planned a 5-minute block for team to make introductions at social events?

YES [] NO []

6. Informed Team NCOIC and A3TA on the specifics regarding visiting VIPs, Dignitaries and Military Officers (O-6 and above) attending social events?

YES [] NO []

7. Planned for escort to/from event?

YES [] NO []

CHAPTER 13 – AIR FORCE RECRUITING

GENERAL (Recruiting support is not required for Canadian or overseas air shows not held on a U.S. base)

1. Recruiting is at the heart of the ACC Single-Ship Demonstration Team's and the Air Force Heritage Flight Foundation's mission. Therefore, it is essential that air show project officers work closely with the local recruiting squadron commanders, flight chiefs, and community recruiters to get the most out of the team's visit.
2. AFRS Marketing will work with the ACC team POC and identify the local Recruiter/Flight Chief/Squadron Commander for each air show. The local recruiting squadron POC will contact the air show project manager and nearest public relations representative to coordinate their participation. The local recruiting squadron will then update Air Force Recruiting Service (AFRS) when all plans have been finalized. Note: Mr. Steve Bultman (ACC/A3TA) at 757-225-9274, steve.bultman.ctr@us.af.mil or someone at ACC Aerial Events, 757-764-8346, acc.a3ta@langley.af.mil, can be contacted for contact information for local recruiting squadrons and demo team POC's.
3. Local Recruiting Service personnel along with the ACC Aerial Events office will set up/coordinate public appearances in local community and schools with support and attendance from the ACC Aerial Events Team.

SUPPORT

Air Show/Open House Project Managers must provide full support to Air Force Recruiting to include as a minimum:

- a. Ensure a local U.S. Air Force Recruiting person is on the air show/open house committee.
- b. Provide at no cost a minimum of 20 x 40 foot display space in a prime location near show center and when possible near a USAF aircraft, if applicable, to help draw a large crowd (e.g. B-1). The display space will be utilized for the recruiting display booth, Raptor SUV, Inspire Tour, etc. If a National Mobile Asset is utilized then a maximum of an 80 x 80 foot display space will be required.
- c. Allow AF recruiting personnel to utilize their own tent, table and chairs.
- d. Invite AF recruiting personnel to all official functions in which the ACC Team is participating.

- e. Schedule a minimum of 6 minutes into the show itinerary for recruiting personnel to conduct an enlistment ceremony at show center before or after the ACC team performs.
- f. Provide free access and parking to the air show/open house for Delayed Enlistment Program personnel and recruiters (number and names will be provided by the recruiter in advance) so they can be sworn in and meet with the demonstration teams and Heritage Flight warbird pilots.
- g. Provide at least 6 free PA announcements during the show to inform the crowd where to find the AF recruiting booth.
- h. Display the local recruiter's name, address and phone number along with AIRFORCE.COM and 1-800-43-USAF prominently in your air show brochure and the event web site.
- i. Work with local recruiting personnel to properly utilize the demo team and Heritage Flight personnel at the recruiting booth during the air show.

CHAPTER 14 - MUSIC LICENSING RIGHTS

GENERAL

1. The music industry has increased its concern to ensure they are paid when copyrighted music is played. Therefore, the United States Air Force requires that any U.S. air show -- civilian or military -- hosting an Air Force aircraft performance that includes music (except for as noted in paragraph 3 below), must secure the necessary music licenses for broadcast of pre-recorded copyrighted music over public address speaker systems.
2. On behalf of all U.S. air shows, the International Council of Air Shows (ICAS) has negotiated a rate of \$181 per public air show day from BMI; a rate of \$150 per day from ASCAP; and \$90 for a one to two day air show weekend, \$131 for three to four days, and \$172 for five to seven days from SESAC. These rates are not controlled or negotiated by the USAF and are subject to change. (Note: This rate applies only to music broadcast over the public address system during the air show portion of the program and does not provide the show with the right to use pre-recorded music at concerts or other non-air show special events held in conjunction with the air show.) Each event organizer should secure music licenses from BMI, ASCAP and SESAC and provide proof of licenses to the teams **NLT 30 days prior** to the event to allow for rescheduling.
3. No music license is required for the song "We Remember", which is played during the Heritage Flight performance.

CONTACTS TO OBTAIN LICENSES

1. For BMI licenses, contact Kim Monaghan, Account Services, General Licensing, BMI, 10 Music Square East, Nashville, Tennessee 37203, Phone: 615-401-2871, E-mail: kmonaghan@bmi.com
2. For ASCAP licenses, contact Pam Gibson at pgibson@ascap.com, or Octavia Vaughn at ovaughn@ascap.com, 888-653-1024; ASCAP, PO Box 331608-7515, Nashville, Tennessee 37203-9998. Visit their website at www.ascap.com
3. For SESAC licenses, contact General Licensing Department, SESAC, Inc., 55 Music Square East, Nashville, Tennessee 37203, Phone: 800-826-9996, E-mail: license@sesac.com

ATTACHMENT 1

AIR SHOW/OPEN HOUSE DIRECTOR PLANNING AND RESPONSE SHEET **DUE 30 DAYS PRIOR TO AIR SHOW/OPEN HOUSE**

FROM: (Air Show Director)

TO: (Appropriate ACC Single-Ship Demonstration/HF Team)

Cc: ACC Aerial Events (ACC/A3TA)

SUBJECT: Air Show Support for ACC Single-Ship Demonstration/HF Team / AFHFF Pilot

I have reviewed the support manual and checklist below and completed all appropriate items for the F-22 Single-Ship Demonstration/HF Team / AFHFF pilot.

Chapter 2 – Things We Need To Know

- ☐ Air Show Information Sheet
- ☐ Schedule of Events

Chapter 3 – Maintenance Personnel Arrival/Meeting

- ☐ Meeting – Date/Time _____, Place _____
- ☐ Ground survey of show site
- ☐ Inventory of maintenance support equipment

Chapter 4 – Housing

- ☐ Hotel _____, Phone Number _____
- ☐ No more than 30-minute driving time from show site (Police escort if longer drive)
- ☐ Accepts VISA cards
- ☐ Local phone and high speed internet and 1-800 number charges waived or costs defrayed
- ☐ Parking charges waived or costs defrayed
- ☐ Dining and complimentary fitness facilities, and laundry/dry cleaners nearby
- ☐ Team members can cash personal checks
- ☐ Clean and quiet
- ☐ Non-smoking rooms
- ☐ ACC and wing senior leadership rooms
- ☐ ACC Demo team and AFHFF warbird pilots all billeted together

Chapter 5 – Transportation

- ☐ For F- 22 Demo Team: Four (or more) fully fueled and serviced vehicles (One full-size van/SUV and three mid-size cars)
- ☐ Release of liability for courtesy/non-rental vehicles
- ☐ Authorized unrestricted flight line, parking ramp, and on/off base use
- ☐ Golf cart or other independent mode of travel
- ☐ Parking for AFHFF RV, if applicable

Chapter 6 – Operations

- ☐ Have contacted F-22 Demo Team and HF Team
- ☐ Met all requirements to support F-22 and HF warbird aircraft
- ☐ Airfield diagram
- ☐ Show line
- ☐ Show center
- ☐ Crowd line
- ☐ Aircraft parking
- ☐ Weight-bearing requirements
- ☐ Runway length, width and arresting gear requirements
- ☐ Runway/taxiway sweepers
- ☐ Properly dimensional and marked aerobatic box diagram
- ☐ Communications equipment
- ☐ Demonstration not scheduled within 30 minutes of Blue Angels or Thunderbirds pre-show start time (as applicable)
- ☐ Balloons
- ☐ VIP Tickets
- ☐ Crash-Fire-Rescue stationed on the field and not embedded in crowd
- ☐ Will immediately notify pilot/crew if previously provided arrival time changes
- ☐ Demo not scheduled prior to 1200, without prior coordination with the demo/HF pilot.
- ☐ 5 minutes of arrival airspace provided to ACC Team for an aerial site survey

Chapter 7 – FAA Waiver/NOTAMS

- ☐ FAR 91.117 (a) – Airspeed in excess of 250 knots below 10,000 feet
- ☐ FAR 91.117 (b) – Aircraft speeds in an airport traffic area
- ☐ FAR 91.119 (b) – Minimum safe altitudes over congested areas
- ☐ FAR 91.119 (c) – Minimum safe altitudes over other than congested areas, except not closer than 500 feet to persons.
- ☐ FAR 91.127 – Operating on or in the vicinity of an airport
- ☐ FAR 91.129 – Operations at airports with operating control towers (when appropriate)

- ☐ FAR 91-155 - Buffer zone around clouds
- ☐ FAR 91-303 - Definition of aerobatic flight
- ☐ FAR 91.303 (c) – Aerobatic flight within a federal airway
- ☐ FAR 91.303(e) – Aerobatic flight below an altitude of 1,500 feet above the surface
- ☐ Airspace 5 NM radius from show center
- ☐ Airspace surface to 4,500 feet AGL
- ☐ NOTAMs
- ☐ TFR

Chapter 8 – Air Traffic Control

- ☐ Airfield is controlled by tower when ACC aircraft operate, to include arrival and departure, or ACC/A3TA is notified immediately (waiver is required)
- ☐ Hazards
- ☐ Notification of local airports within 5 NM of airfield

Chapter 9 – Maintenance

- ☐ FOD Control
- ☐ Aircraft engine oil samples analysis arranged (same day)
- ☐ Fuel requirements
- ☐ Maintenance equipment
 - ☐ Oil cart (MIL-L-7808)
 - ☐ Hydraulic cart (MIL-H-83282)
 - ☐ 150 LB HALON or CO2 fire extinguisher
 - ☐ Military universal tow bar
 - ☐ Tow vehicle
 - ☐ Dash 60 Power Unit/Cart
 - ☐ Nitrogen cart capable of 3,000 psi
 - ☐ An aircraft platform stand to allow for pilot entry to or exit from the cockpit
 - ☐ Equipment provided is separate from equipment provided to Thunderbirds or Blue Angels (as applicable)
 - ☐ A 5-gallon bucket and chocks
- ☐ Warbird fuel, oil and Maintenance equipment requirements met

Chapter 10 – Security

- ☐ Crowd security
- ☐ Aircraft security (Civilian Locations Only: Required Security Rep signature below)
All applicable security requirements IAW Chapter 10 of this manual will be provided/met by (Company Name).

Security Representative Signature

Date

Printed Name & Title

- ☐ Warbird security requirements met
- ☐ Secure location to store classified (if required)

Chapter 11 - Public Relations/Media

- ☐ Requirements met
- ☐ Demo Team and/or USAF Heritage Flight in Air Show program

Chapter 12 – Public Appearances

- ☐ Event information
- ☐ 5-minute block provided for team to make introductions at socials
- ☐ Information regarding VIPs/Dignitaries/Military Officers (O-6 and above) relayed to Team's NCOIC

Chapter 13 – Air Force Recruiting

- ☐ Enlistment/Reenlistment Ceremony (if applicable)
- ☐ Ensure Air Force Recruiting person is on committee
- ☐ Prime space at no cost for recruiting display. Determine size of recruiting space and provide recruiter with details (i.e. 20 x 20). Recruiter will coordinate request for Air Force Recruiting assets based on information received.

Chapter 14 - Music License

- ☐ Obtained from all three agencies and proof forwarded to demo/HF team(s)

Air Show Director Signature

Date

Air Show Director Printed Name

NOTE: Failure to comply with this support manual may result in cancellation of ACC support for this and / or subsequent shows.

ATTACHMENT 2

AIR SHOW/OPEN HOUSE INFORMATION SHEET

Air Show Title _____ Site/Location _____

Current Show Date and Estimated Takeoff Time _____

Base Operator

DSN: _____

CMCL: _____

Command Post

DSN: _____

CMCL: _____

Base Operations

DSN: _____

CMCL: _____

WG/CC Name: _____

DSN: _____

CMCL: _____

OG/CC Name: _____

DSN: _____

CMCL: _____

HOST-SITE AERIAL EVENTS TEAM PROJECT OFFICER:

NAME: _____

DSN: _____

CMCL: _____

E-MAIL: _____

FAX: _____

HOST-SITE AERIAL EVENTS TEAM MAINTENANCE REPRESENTATIVE:

NAME: _____

DSN: _____

CMCL: _____

E-MAIL: _____

FAX: _____

Air Show Director: _____

DSN: _____

CMCL: _____

E-Mail: _____

FAX: _____

Billeting/Housing Rep: _____

DSN: _____

CMCL: _____

E-Mail: _____

FAX: _____

Trans Rep: _____

DSN: _____

CMCL: _____

E-Mail: _____

FAX: _____

Air Boss: _____

DSN: _____

CMCL: _____

E-Mail: _____

FAX: _____

Local USAF Recruiter Name: _____

DSN: _____

CMCL: _____

E-MAIL: _____

Public Relations Representative: _____

DSN: _____

CMCL: _____

E-MAIL: _____

ATTACHMENT 3

RELEASE OF LIABILITY

- 1) All vehicles provided to ACC Aerial Events Team, including AFHFF pilots/maintainers, are provided with insurance.
- 2) I understand that ACC and AFHFF Team members may or may not be covered with their own insurance when they operate vehicles; therefore, the requirement for host-provided insurance.

Signature of Air Show Director/Event Host

Date

Printed Name of Air Show Director/Event Host

Please return this letter to the Single-Ship Demonstration team upon completion

ATTACHMENT 4

Heritage Flight Narration Script

Introduction [during aircraft rejoin]

Ladies and gentlemen, I would like to take a moment to describe the unique history of what you are about to watch. In 1997, the leaders of Air Combat Command assembled a select group of retired military and civilian performers to celebrate the 50th Anniversary of the United States Air Force. [*Start Music*] From this gathering was born the Heritage Flight, a unique visual representation of the Air Force's history from the days of the Army Air Corps to the present. What started out as a one-time event has grown in popularity and demand, and now, Heritage Flights are performed at air shows and special events in the United States and around the world.

Please turn with me now and watch as this rare formation approaches from behind and to the (left/right).

[Begin after first pass]

Flying in formation today is a:

WWII era (A-36, P-38, P-40, P-47) piloted by _____

(And _____ piloted by _____)

WWII and Korean era P-51 piloted by _____

(And _____ piloted by _____)

Korean era F-86 piloted by _____

(And _____ piloted by _____)

Korean and Vietnam era A-1 piloted by _____

(And _____ piloted by _____)

U.S. Air Force F-22 piloted by _____

(And _____ piloted by _____)

We would like to dedicate today's Heritage Flight to all military veterans in attendance, whose sacrifices over the years have helped preserve America's Freedom. We hope you enjoy watching this rare formation of classic and current United States Air Force Aircraft, on our journey from Heritage to Horizons.

Conclusion [*after the break-to-land*]

Ladies and gentlemen, your United States Air Force Heritage Flight! We hope you have enjoyed watching and taking pride in this rare display of more than 65 years of air power Heritage. If you have questions, please stop by and talk with us at the Air Force recruiting booth located _____ between _____ (AM/PM) and _____ (AM/PM).