



FLIGHT DECK / OCCUPIED COMPARTMENT SEAT FORM

21A-OF-35

REV: 03

DATE: 07/22/2024

REQUEST TO OCCUPY A FLIGHT DECK/OCCUPIED COMPARTMENT SEAT ON 21 AIR AND PROOF OF SECURITY COMPLIANCE

Company/FAA/Government Entity requesting authorization:			
Company FAA certificate # (if applicable):			
CASS Approved: <input type="checkbox"/> YES <input type="checkbox"/> NO			
Flight Deck/Occupied Compartment Authorization is hereby requested for:			
Last Name:			
First Name:			
Middle Name:			
Date of Birth:			
Employed as a:		Employee #:	
Passport #:		Country of Issue:	
Date of flight:		Flt #'s:	
Departure Station:		Destination:	
Purpose of Request:		<input type="checkbox"/> PERSONAL	<input type="checkbox"/> BUSINESS <input type="checkbox"/> COURIER
<i>I certify that the above-named individual successfully completed a required company background check.</i>			
Print Name:		Employee #:	
Signed:			
Position:		Date:	
<i>I certify that the above individual was security searched, their bags were scanned or searched for size and amount and safely escorted to the aircraft</i>			
Print Name:		Badge #:	
Signed:		Date:	
This form should be disseminated to SOC by email via: soc@21air.us			
PIC Signature:			
<input type="checkbox"/> Approved		<input type="checkbox"/> Disapproved	Date:



FLIGHT DECK/AUTHORIZED PERSONS REQUEST AND COMPLIANCE INSTRUCTIONS

Request to Occupy a Flight Deck/Occupied Compartment seat on 21 Air and Proof of Security Compliance.

1. Enter company requesting information.
2. Enter company FAA certificate # (if applicable).
3. Enter all information for person requesting Flight Deck/Occupied Compartment seat authorization in the following order:

"Last Name, First Name, Middle Name, Date of Birth, Employed as a, Employee #, Passport # (if international flight) and Country of Issue, Date(s) of Flight(s) and Flight #(s) if known, Departing from and Destination.

4. Checkmark the appropriate Purpose of Request checkboxes.
5. The person certifying that the above information is correct will print their name, provide their employee #, and sign. This person will also provide their position and the date.
6. The person escorting the authorized person(s) to the aircraft signs here and date.
7. Email the form to the email address stated on the form.
8. PIC will sign, date, and checkmark either the approval or disapproval checkboxes.

NOTE: The Pilot in Command must authorize the Flight Deck/Occupied Compartment seat requestor admission to the flight deck. Completion of this form does not guarantee authorization to occupy the Flight Deck/Occupied Compartment seat.