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2551 Riva Road  
Annapolis, Maryland 21401-7465  
410-266-4000

March 14, 2002

Subject: Aircraft Reduced Vertical Separation Minima (RVSM) Monitoring Services

Dear Aircraft Operator:

ARINC Incorporated continues to provide RVSM monitoring services to an increasing number of business aviation operators. In fact, our business has more than doubled in the past six months!

Operators desiring to have their aircraft monitored for RVSM compliance may do so by completing the attached Operator Information Form and faxing it to ARINC RVSM Programs at 410.573.3007 (FAX). A Work Order will be entered into ARINC's customer database for scheduling and billing purposes, and a copy will be returned via FAX, or e-mail for customer authorization prior to the scheduled flight.

ARINC will conduct one (1) GPS-Based Monitoring Unit (GMU) Data Collection Flight, which includes the post processing and forwarding of all data collected to the Federal Aviation Administration (FAA) William J. Hughes Technical Center in Atlantic City, New Jersey.

Fixed Service Costs:

Local monitoring location*	\$ 1,800.00 USD
All other US monitoring locations	\$ 2,800.00 USD

*\*Applies to airports within 80 miles distance from Annapolis, Maryland*

**Transportation and per diem travel expense are additional and will be added to the total cost.**

Please contact our Operations Coordinator, Mr. Tim Fritz, at 410.266.4707 or via e-mail at [rvsmops@arinc.com](mailto:rvsmops@arinc.com) to schedule a service flight. Two week's advance notice is requested, however we will do our best to support urgent requirements.

It is our constant goal to provide you with the aircraft RVSM monitoring services you require at the high level of quality customer support you have received from ARINC to date. If you have any questions about the Work Order establishment, billing process or RVSM in general, please feel free to contact me at 410.266.4254 or by e-mail at [paul.clouse@arinc.com](mailto:paul.clouse@arinc.com) . We are looking forward to flying with you!

Sincerely,



A. Paul Clouse, RVSM Program Director

**REDUCED VERTICAL SEPARATION MINIMUM (RVSM)  
OPERATOR INFORMATION FORM/MONITORING APPLICATION  
(Return completed form to ARINC by FAX to 410-573-3007)**

**Operator Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Operating Location (Airport):** \_\_\_\_\_

**Operator Primary Point of Contact**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone No: \_\_\_\_\_ FAX No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Cell Phone No: \_\_\_\_\_

**Secondary Point of Contact**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone No: \_\_\_\_\_ FAX No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Cell Phone No: \_\_\_\_\_

**Billing Information**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ FAX NO: \_\_\_\_\_ Email Address: \_\_\_\_\_

Purchase Order No: \_\_\_\_\_

**Comments:** \_\_\_\_\_

**\*Do you have either source:**

**115Vac (60Hz or 400Hz) power source on the aircraft?**     Yes     No

**230/240Vas (50Hz) power source on the aircraft?**     Yes     No

\*For U.S. Operators – FAA Inspector makes entry in Program Tracking and Reporting Subsystem (PTRS).

For non-U.S. Operators – Cognizant Civil Aviation Authority sends airworthiness data to Central Monitoring Agency (CMA).

**AIRCRAFT INFORMATION**

Aircraft Model	Registration Number	Serial Number

*Note: The ARINC RVSM web page, [www.arinc.com/rvsm](http://www.arinc.com/rvsm) is an excellent source of information for details regarding the RVSM Program for RVSM air space operations and requirements.*