

Is your pre-flight checklist really complete?

Universal Weather and Aviation, Inc. Pre-flight Checklist



Miss even one detail and your trip could be ruined.

Flight planning and weather

- Do you prefer a non-standard route? Need to avoid a specific country?
- Is the aircraft database information correct?
- Are you aware of country overflight restrictions on your route?
- Are you aware of airway closures, one-way airways, or other issues that could slow your route?

Acquiring permits

- Have you allowed enough lead time for all permits?
- Do you have complete aircraft, crew, and PAX information?
- Are you prepared for trip changes and how they may affect your permits?

Handling arrangements

- Have you confirmed the handler will meet your aircraft?
- Does your handler have the correct schedule? Will they meet your aircraft on time?
- Will your handler provide all the services you require?
- Have you considered possible language barriers?

Customs

- Are your customs, immigration, and agriculture arrangements complete?
- How will you communicate schedule changes?
- What if a change cannot be accommodated?
- Are your visa requirements met for all crew and PAX?
- Do you have full, correct information for crew and PAX?
- Have you allowed enough time to set up customs?

Ground transportation

- Have you confirmed ground transportation arrangements?
- Is credit available?
- Can you reach your provider when your schedule changes?
- Does your transportation provider's service level meet your trip requirements?
- Have you considered safety requirements on the ground?

Hotel accommodations

- Does the hotel's location meet crew and/or passenger requirements?
- Does the hotel's service level meet requirements?
- Will the accommodation preferences (smoking/non-smoking, executive floor, etc.) be met?
- Do you have correct phone numbers for the hotel?
- Can the hotel accommodate a schedule change? Will there be a fee?
- Can the hotel accommodate early or late arrivals?

Deliveries

- Will the trip information go to the correct location?
- Will the hotel expedite information or deliveries to the captain and crew?
- Is the trip schedule and other trip data correct?
- Are communication devices accessible at all hours, or only during specific times?

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After completing the checklist, ask yourself:

Can I really afford to entrust the missions of my flight department to anyone but Universal®?

How trip support began.
More trips • More knowledge • More experience

