

U. S. DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration
Aircraft Registration Branch, AFS-750
P.O. Box 25504
Oklahoma City, Oklahoma 73125-0504
Phone: (405) 954-3116 Fax: (405) 954-3548
Website: <http://registry.faa.gov/>

**INFORMATION TO AID IN THE CANCELLATION FOR EXPORT OF
UNITED STATES REGISTERED AIRCRAFT**

1. U.S. REGISTRATION MAY BE CANCELLED AND CONFIRMATION SENT TO A FOREIGN COUNTRY, IN ACCORDANCE WITH INTERNATIONAL AGREEMENT, UPON RECEIPT OF THE FOLLOWING:

- a. Request in writing (letter or fax message) from the last registered owner, the last U.S. owner, or the foreign purchaser (see item b). The request should:
 - (1) describe the aircraft completely by registration number, manufacturer, model, and serial number;
 - (2) state the reason for cancellation is export;
 - (3) show name of foreign country to which aircraft is being exported;
 - (4) include the appropriate title of signer. For example, a person who signs for a corporation should include his/her corporate or managerial title. The title "pilot" or "agent" is not acceptable without a power of attorney.
- b. Documentary evidence of ownership (e.g., bills of sale) signed in ink, including signers appropriate title, from the last registered owner through all intervening owners to the requester. Invoices are not acceptable as evidence of ownership.
- c. Release, or consent to export, followed by a release (upon satisfaction of the debt(s) by the holder(s) of all outstanding security instruments). "Consent" allows us to confirm deregistration to the foreign government indicating our records show unreleased lien(s), and the lien holder has given consent for the export of the aircraft.

When terms of the recorded conveyance have been satisfied, the holder should complete and sign the suggested release form at the bottom of the notice of recordation. If an equivalent release form is used, it must be signed by the lien holder and must describe the conveyance it is releasing by date, collateral, parties, FAA recording date, and conveyance number. A security instrument marked "PAID" is not acceptable to record as a release of security interest. There is no fee for recording a release. At the time we confirm, if all liens have been "released", our message reads, "Our records show no unreleased recorded liens against aircraft".

2. REQUEST TO CANCEL AND CONSENT TO EXPORT CAN BE SENT BY LETTER OR FAX (405-954-3548). SAMPLE WORDING FOR REQUEST TO EXPORT AND CONSENT TO EXPORT FOLLOWS:

- a. Please cancel U.S. registration N _____, (Manufacturer) _____, (Model) _____, and serial number _____, reason export to (name of foreign country) _____.

(name of owner)

(signature)

(appropriate title)
- b. I/We consent to the export of N _____, (Manufacturer) _____, (Model) _____, and serial number _____. Ink signed release will follow.

(name of owner)

(signature)

(appropriate title)

3. EXPORTS ARE WORKED ON A PRIORITY BASIS. TO EXPEDITE PROCESSING, PLEASE INDICATE "EXPORT" IN RED INK ON THE REQUEST AND THE ENVELOPE.

Documents sent via a courier service should use the following address:

Federal Aviation Administration
Aircraft Registration Branch, AFS-750
ATTN: EXPORT EXAMINER
Registry Building, Room 118
6425 S. Denning Street
Oklahoma City, OK 73169

- 4. Contact your local Flight Service District Office to obtain information concerning requirements for an export certificate of airworthiness and to coordinate its issuance with the cancellation of United States registration.
- 5. You may call our information line, (405) 954-3116, between 7:30 a.m. and 4:00 p.m. (CST) if you have any questions.