

*Guidelines for Copy & Photo Submissions
to the*



FAA Aviation News

SAFETY FIRST FOR GENERAL AVIATION

July/August 2008
Volume 47/Number 4

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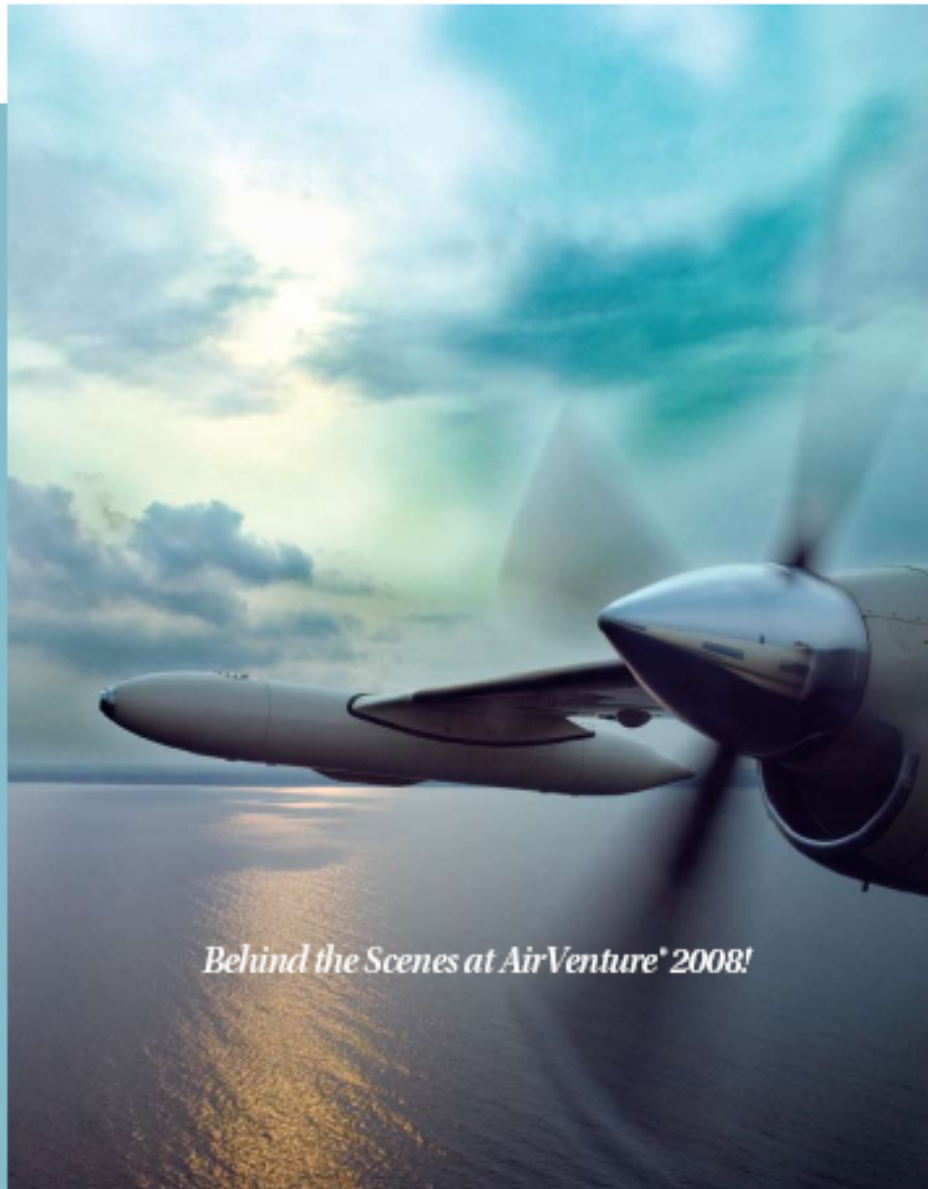
*The Legend of
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*Young Eagle
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Behind the Scenes at AirVenture® 2008!

Revised June 2008

Thank you for your interest in writing for the *FAA Aviation News*, a bimonthly publication produced by the General Aviation and Commercial Division of the FAA Flight Standards Service. Designed for the general aviation community, this publication is intended to provide the FAA perspective on issues of interest to GA and make pilots aware of FAA resources.

The *FAA Aviation News* welcomes ideas and articles. Authors may submit concepts or completed articles for consideration. Because of the unique nature of *FAA Aviation News* articles, first-time authors may find it useful to discuss specific ideas with the editor prior to writing.

When submitting completed articles, please state whether the article has been printed before, is copyrighted, or if it is scheduled to be printed elsewhere. In such cases, authors should provide information on obtaining permission to reprint the article in the *FAA Aviation News*.

ARTICLE IDEAS

The *FAA Aviation News* publishes **feature articles** (600, 1,200 or 1,800 words), generally falling into one of three major categories:

- **Flying Skills** (e.g., training; weather; decision making; maneuvers; technology, maintenance)
- **Events**: (e.g., Sun 'n Fun, Oshkosh, Reno Air Races, Balloon Festival)
- **Seasonal Tips**: (e.g., thunderstorm and icing avoidance, density altitude)

If you write a sidebar to accompany the story, please keep the word count to the assigned length.

IMPORTANT: Authors writing for the *FAA Aviation News* should keep the following questions in mind: (a) Why this topic? (b) Why this audience? (c) Why this issue? (d) Why this magazine (i.e., what is the FAA "angle" or policy interest in the topic and content).

SUBMITTING ARTICLES

Assignments written on speculation (without a formal assignment) are due whenever you believe the story is in publishable form. Assigned stories are due the date agreed with *FAA Aviation News* staff. Please avoid missing this date. Your article may have been scheduled for an upcoming issue, and late stories can delay production.

We prefer electronic files in Microsoft Word format, e-mailed as attachments to AviationNews@faa.gov. Please include a suggested headline and department or feature area. The top left corner of each page should list **name**, e-mail address, phone, and word count.

SUBMITTING PHOTOS

Photos should be taken at full resolution, and be at least 300dpi (6 to 10 megapixels). Since file size limits may inhibit transmission, please be sure to confirm receipt of your material.

EDITS

Submission of stories indicates you accept that your story may be edited for style, form, or length. The *FAA Aviation News* staff will make every effort to review major content edits with you.

For more information, please write to AviationNews@faa.gov or susan.parson@faa.gov.

Photo Wish List – FAA Aviation News

Category	Item
Air Shows	Crowd shots – horizontal
	Crowd shots – vertical
	FAA facilities & displays
	ATC facilities & displays
	Pilot weather briefings
	Aircraft movement – taxi, parking takeoff
	Air show volunteers (safety-related)
	Air show performances – horizontal
	Air show performances – vertical
	Aircraft static displays
	Warbirds
	Experimental / LSA
	Conventional
	Aircraft
Cessna	
Mooney	
Piper	
Diamond	
Cirrus	
Fueling procedures / sampling	
Engines	
Equipment on / in aircraft (including cockpit)	
Deer / animal damage	
Aircraft in flight	
Inspection / repair processes	
Flight Training	
	Instructor / Student shots – inside cockpit
	Instructor / Student shots – preflight
	Instructor / Student shots – briefing
	Use of simulators / ATDs
Airports	Markings (signs, runway markings)
	Tiedowns
Weather	Thunderstorms
	Ice
	Snow
	Clouds
	Rain

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Federal Aviation Administration

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I understand and agree that these materials may be used by the FAA in a variety of publications, including Internet Web sites. Submitted images may be reproduced at any time. I also understand that the photographs I provide to the DOT/FAA will not be returned to me, unless requested.

I hereby irrevocably authorize DOT/FAA to edit, alter, copy, exhibit, publish, or distribute the photograph(s) for purposes of publicizing DOT/FAA programs or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my photograph(s) appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph(s). It is at the discretion of DOT/FAA to decide whether to use the photograph(s). Photographic credit will be given at the placement of the photograph(s).

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I am 18 years of age and am competent to contract in my own name. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

I am signing as a parent or legal guardian of the photographer, who is under age 18. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

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Federal Aviation Administration

Photograph(s) Release Form

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Location: _____

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