



U.S. Department
of Transportation
**Federal Aviation
Administration**

Scottsdale Flight District Office
17777 North Perimeter Drive
Scottsdale, Arizona 85255
480-419-0330, Fax: 480-419-0800

March 14, 2013

Dear Examiner:

ANNUAL DESIGNATED PILOT EXAMINER MEETING

The 2013 Designated Pilot Examiner (DPE) Annual Meeting is being conducted at the Phoenix Sky Harbor, US Airways Training Academy, 1950 East Buckeye Road, Phoenix, AZ, April 24, 2013. This meeting is mandatory for all examiners who wish to renew their examining authority in the coming year.

This year's meeting is being co-hosted with the Flight Standards District Office (FSDO) and the Arizona Designated Pilot Examiner Advisory Group (DPEAG). DPE's and Inspectors will be conducting presentations on various pilot examiner/aviation safety topics.

The DPEAG has arranged for lunch catering service. Arrangements will also be made for morning and afternoon refreshments. There is a nominal fee for lunch. Sorry, no credit card service will be available. Please see the DPEAG web site for details.

Plan to arrive early enough for check in through security. There is a full day planned and time provided for meetings and conversation during lunch and breaks.

Sincerely,

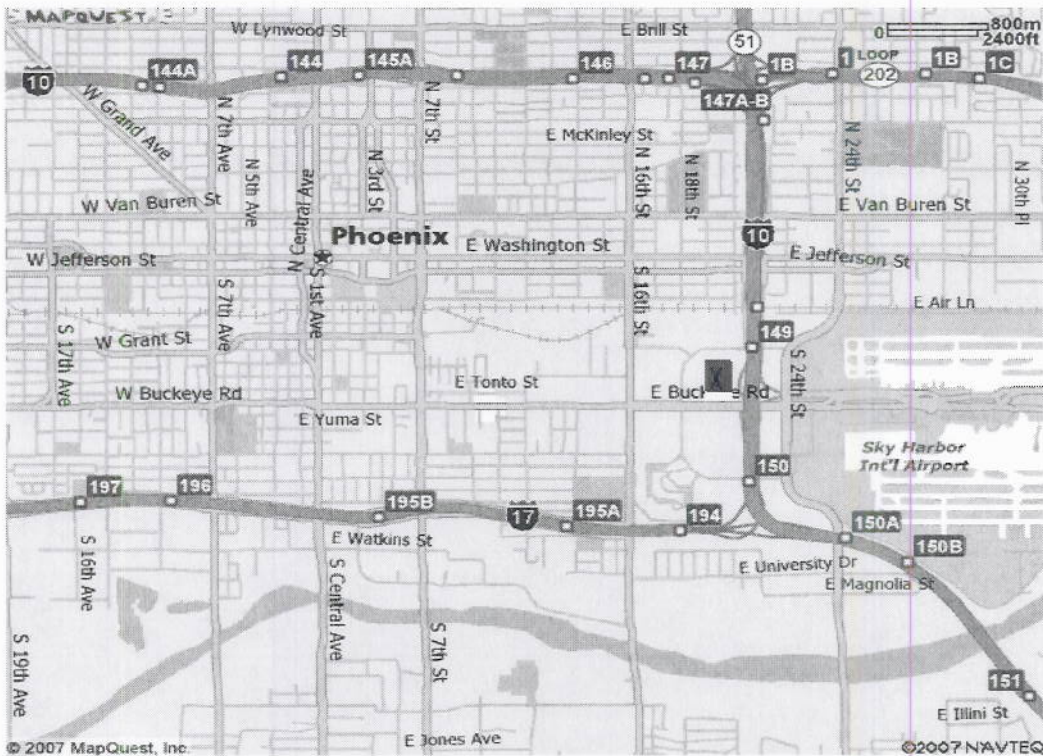
A handwritten signature in blue ink that reads "William D. Sapp".

William D. Sapp
Frontline Manager/DPE Program Manager

Attachment: Map of meeting facility

DPE ANNUAL MEETING 2013

DATE: WEDNESDAY April 24, 2013
PLACE: US AIRWAYS TRAINING FACILITY
1950 EAST BUCKEYE ROAD
PHOENIX, ARIZONA
TIME: 08:00 – 16:30



Exist 149 off of I-10 to either Sky Harbor Circle or 24th Street. The facility is a short distance to the west of the freeway and the airport. There is a short term parking lot in front for check-in and a large parking lot to the rear, once check in has been completed. Please allow for the extra time to both check in and relocate your vehicle PRIOR to the 08:00 am meeting commencement. Thank you.