U.S. Department of Transportation
Federal Aviation Administration

Advisory Circular

Subject: Maintenance Records **Date:** DRAFT **AC No:** 43-9D

Initiated by: AFS-300 **Change:**

1 PURPOSE OF THIS ADVISORY CIRCULAR (AC).

1.1 This AC provides certificate holders authorized to perform maintenance, preventive maintenance, and alterations under Title 14 of the Code of Regulations (14 CFR) part 43 with acceptable methods for showing compliance with the maintenance recording requirements in §§ 43.9 and 43.11.

1.2 FAA Form 8130-3. This AC also includes the procedures for using Federal Aviation Administration (FAA) Form 8130-3, Authorized Release Certificate, Airworthiness Approval Tag, to comply with some of the maintenance recordkeeping requirements in part 43.

Note: Except for procedures for completing the FAA Form 8130-3, the information in this AC does not apply to air carrier maintenance records required to be made and retained in accordance with 14 CFR part 121 or for the repair station maintenance records required to be maintained under 14 CFR part 145.

2 AUDIENCE.

2.1 The audience of this AC are persons that perform maintenance, preventive maintenance or alteration tasks under § 43.1, which applies to aircraft with U.S. airworthiness certificates, foreign-registered aircraft used in common carriage or carriage of mail under the provisions of part 121 or 135 of this chapter; and airframes, aircraft engines, propellers, appliances, and component parts of such aircraft.

2.2 Persons that approve maintenance, preventive maintenance, alterations, and rebuilding for return to service under §§ 43.5 and 43.7.

2.3 All owner/operators of civil aircraft registered in the United States that have been issued a U.S. airworthiness certificate.

2.3.1 When a private pilot performs preventive maintenance on its own aircraft, the work performed must be recorded as required by § 43.9.

2.3.2 All owner/operators must ensure the proper records are created and maintenance is performed and recorded as required by § 91.405; for information on the records required under part 91, reference Advisory Circular 91-417.

3 WHERE YOU CAN FIND THIS AC. You can find this AC on the FAA's website at https://www.faa.gov/regulations_policies/advisory_circulars and the Dynamic Regulatory System (DRS) at https://drs.faa.gov.

4 WHAT THIS AC CANCELS. AC 43-9C, Maintenance Records, dated June 8, 1998, is canceled.

5 RELATED REGULATIONS.

5.1 Part 1—DEFINITIONS AND ABBREVIATIONS

5.2 Part 43—MAINTENANCE, PREVENTIVE MAINTENANCE, REBUILDING, AND ALTERATION

5.3 Part 61—CERTIFICATION: PILOTS, FLIGHT INSTRUCTORS, AND GROUND INSTRUCTORS

5.4 Part 65—CERTIFICATION: AIRMEN OTHER THAN FLIGHT CREWMEMBERS

5.5 Part 91—GENERAL OPERATING AND FLIGHT RULES

5.6 Part 145—REPAIR STATIONS

6 RELATED ADVISORY CIRCULARS

6.1 AC 20-106 Aircraft Inspection for the General Aviation Aircraft Owner

6.2 AC 43.9-1, Instructions for Completion of FAA Form 337

6.3 Advisory Circular 91-417, Part 91 Maintenance and Inspection Records

7 LEGAL INTERPRETATIONS AND NTSB DECISIONS – The Office of Chief Counsel issues legal interpretations and makes them available in the Dynamic Regulatory System (DRS) at https://drs.faa.gov**.** Decisions and opinions issued by the National Transportation Safety Board can be found at https://www.ntsb.gov/legal/alj/Pages/ONOQuery.aspx. Samples of those that applied at the time this AC was issued include:

7.1 Busch 2008: Request for Interpretation of 14 C.F.R. § 43.11 and§ 91.417.

7.2 Witkowski 2008: Interpretation of 14 CFR §§ 91.7(b) and 3.5(a).

7.3 Mertens 2012: Legal Opinion on Whether Any Regulation Proscribes an Approval for Return to Service of a U.S.-Registered Aircraft Following an Inspection Required by 14 C.F.R. part 91, 125, or 135 if the Aircraft Registration Certificate is Not Current?

7.4 Pinger 2015: Legal Interpretation on Whether 14 C.F.R. § 43.11, or Any Other Regulation, Requires the Maintenance Record Entry Approving an Aircraft for Return to Service Following an Annual Inspection to State the Inspection was Performed in Accordance with Appendix D to Part 43.

7.5 Stanley 2015: Clarification of 14 C.F.R. § 43.11(a) as it relates to annual inspections.

7.6 Hochberg 2016: What Tasks Must be Recorded in an Aircraft's Maintenance Record, and Whose Names Must Appear in those Maintenance Records Under 14 C.F.R. § 43.9(a).

7.7 Morey 2017: Request for Legal Interpretation of 14 C.F.R. §§ 43.9(a) and 43.1l(a) Concerning Documenting Maintenance and Inspection Records.

7.8 David R. Hinson v. Mark Douglas Scott, NTSB Order No EA-4030, December 1993.

7.9 J. Randolph Babbitt v. James L. Roberts, NTSB Order No. EA-5556, October 2010.

7.10 Administrator v. Calavero, 5 NTSB 1099, NTSB Order No. EA-2321, 1986

8 DISCUSSION.

8.1 Terms and Conditions for Airworthiness. The maintenance records associated with a civil aviation aircraft, installed products, appliances, and articles are essential to making determinations of airworthiness. These documents allow the owner/operator and FAA to determine that the appropriate maintenance, preventive maintenance, and alterations have been performed. Maintenance records provide tangible evidence that the work on the aircraft and its installed products, appliances, and articles was performed in accordance with part 43. Insufficient or missing maintenance records can make establishing the validity of the airworthiness certificate difficult.

8.1.1 Owners and operators depend upon qualified maintenance and service providers to perform the required maintenance, preventive maintenance, and alterations. Persons performing those tasks must create maintenance records in accordance with part 43.

8.1.2 The more concise and complete the maintenance record, the more compliance, continued airworthiness, and safety are assured.

8.1.3 Use of FAA Form 8130-3. Persons authorized under § 43.7(b)–(e) to approve the maintenance, preventive maintenance, and alteration of aircraft engines, propellers, appliances, or component parts or specialize service for return to service may use the FAA Form 8130-3 to comply with § 43.9(a)(4). However, All the information required by § 43.9 must accompany the article, attachments to the FAA Form 8130-3 may be necessary to establish compliance.

This AC does not provide guidance for generating a maintenance record (or FAA Form 8130-3) for rebuilding or altering activities performed by 14 CFR part 21 production approval holders (PAH) under § 43.3(j); that information is contained in FAA Order 8120.18, Production Approval Holders (PAH) Who Rebuild or Alter Their Own Products Under 14 CFR 43.3(j).

Similarly, this AC does not provide guidance on the completion of FAA Form 8130-3 for new aircraft engines, propellers, and articles produced under part 21. Information for completing FAA Form 8130-3 for new aircraft engines, propellers, and articles, is contained in FAA Order 8130.21, Procedures for Completion and Use of the Authorized Release Certificate, FAA Form 8130-3, Airworthiness Approval Tag.

9 MAINTENANCE RECORD REQUIREMENTS.

9.1 General Requirements. Part 43 provides general requirements for all persons, which includes individuals and business entities, working on aircraft with a U.S. airworthiness certificate or on products, appliances and articles that will be installed on such aircraft (see, § 43.1). It sets forth who may perform the maintenance, preventive maintenance, alteration, or rebuilding (see, § 43.3), the records that must be created by each person (see, §§ 43.9, 43.11, and Appendix B to part 43), and the performance determined satisfactory (see, § 43.5) before an authorized person may approve the work for return to service (see, § 43.7).

9.2 Section 43.9(a) applies to persons performing maintenance, preventive maintenance, and alterations activities. It does not apply to—

9.2.1 Persons performing work for part 121 and 135 certificate holders with continuous airworthiness maintenance programs (see, § 43.9(b)); or

9.2.2 Persons performing inspections in accordance with parts 91 and 125 and § 135.411(a)(1) or § 135.419 (see, § 43.9(c)).

9.3 Section 43.11 applies to persons approving or disapproving for return to service an aircraft, airframe, aircraft engine, propeller, appliance, or component part after an inspection as described in **paragraph 15**.

9.4 Preventive Maintenance. Preventive maintenance is defined in § 1.1 to mean simple or minor preservation operations and the replacement of small standard parts not involving complex assembly operations.

9.4.1 Persons authorized to perform maintenance under § 43.3(a)-(f) may perform maintenance, preventive maintenance, and alterations.

9.4.2 Sections 43.3(g), (h) and (i) set forth when pilots can perform preventive maintenance and certain maintenance tasks.

9.4.3 Part 43 appendix A, paragraph (c) lists those items which a pilot may accomplish under § 43.3(g).

9.4.4 All persons must record preventive maintenance accomplished in accordance with the requirements of § 43.9.

9.4.5 AC 43-12, Preventive Maintenance, contains further information on this subject.

9.5 Maintenance is defined in § 1.1 as inspection, overhaul, repair, preservation, and the replacement of parts, but excludes preventive maintenance.

9.5.1 Although the current regulations do not contain a definition of repair, 14 CFR part 18, § 18.1, the predecessor to part 43 defined a repair to mean the restoration of an airframe, powerplant, propellor, or appliance to a condition for safe operation after damage or deterioration.

9.5.2 Inspections during overhaul, repairs, preservation activities, and the replacement of parts is the critical visual examining, testing, measuring, and functional checks required to determine the airworthiness and work to be performed on the item being inspected. They can range from visual examinations to a detailed inspection that may include complete disassembly and/or use of complex inspection aids, such X-ray, ultrasonic, eddy current, or magnetic particle equipment. and/or manual checks to determine the condition of an aircraft or component, as required.

9.6 The owner/operator is primarily responsible for the airworthiness of the aircraft.

9.6.1 A maintenance provider may become responsible for the airworthiness of an article, appliance, product, or aircraft by the extent and nature of the work.

9.6.2 However, the owner/operator is responsible for operating an airworthy aircraft, thus the description of the work by a maintenance provider is directly related to the FAA and owner/operator's ability to determine airworthiness of the aircraft.

9.6.3 A comprehensive, complete, and accurate description of work performed is essential to compliance and airworthiness determinations.

9.7 Section 43.9 requires the compilation of the following information:

9.7.1 A description (or reference to data acceptable to the Administrator) of work performed (see, § 43.9(a)(1)). The description will be used to establish the condition and suitability of the article for installation.

9.7.1.1 Each person performing maintenance, preventive maintenance, rebuilding or alteration tasks is responsible only for the work scope performed (see, § 43.13). The extent of the work performed will be established by the description used to comply with § 43.9(a)(1).

9.7.1.2 The description should be in sufficient detail to permit a person familiar with the industry and the regulatory requirements to understand what was done, and the methods, techniques and practices used.

9.7.1.3 An extensive work scope can be described by references to maintenance information acceptable to the FAA. Separate sheets may be referenced from the document used to issue the approval for return to service, *e.g.*, FAA Form 8130-3.

- References to data acceptable to the FAA should include the revision level or status. If the work orders, shop travelers, or FAA Form 337, Major Repair and Alteration (Airframe, Powerplant, Propeller, or Appliance) are used, specifically reference those documents.

- Compliance with ADs and Service Bulletins.
- Any specific repairs or modifications carried out.
- Replacement articles installed. Any Parts Manufacturer Approval (PMA) parts used (some owner/operators do not accept PMA parts and documenting their use on FAA Form 8130-3 notifies the end user prior to installation).
- Life-limited parts life status as set forth in § 43.10.
- If a specific batch or lot number is used to control or trace the product or article, enter the batch or lot number.
- Deviations from the customer work order or any other documents.

9.7.2 The date of completion of the work performed (see, § 43.9(a)(2)). This is the date upon which the maintenance, preventive maintenance, and alterations have been completed, and after determined the work was performed satisfactorily. An extensive work scope may include many dates and even times, but the maintenance record needs to reflect the date a person found that all the work was performed satisfactorily, all maintenance records are complete, and the approval for return to service can be issued (see, § 43.9(a)(4)).

9.7.3 Under § 43.9(a)(3), the maintenance record must include the name(s) of the person(s) performing work if other than the person approving the work for return to service under paragraph (a)(4) of § 43.9. Include the names of all persons (as that term is defined by § 1.1) that performed maintenance, preventive maintenance, or alteration tasks. Other persons may include individuals under supervision, and contractors.

9.7.4 After the work performed has been determined satisfactorily accomplished (see, § 43.9(a)(4)), the person approving the work shall affix—

9.7.4.1 A signature, which constitutes an approval for return to service only for the work performed (and described under § 43.9(a)(1)). The person approving the work scope for return to service is responsible for:

- Being appropriately authorized under § 43.7.
- Determining the work was performed satisfactorily.
- If required—
  - Executing a FAA Form 337 for any major repair or alteration accomplished.
  - Revising the operating limitations or flight data in the approved aircraft flight manual.

9.7.4.2 The certificate number under which the work was performed.

9.7.4.3 Kind of certificate held, for example, Mechanic w/A &/or P, or Certificated Repair Station.

10 RECORDS OF MAJOR REPAIRS AND ALTERATIONS.

10.1 In addition to those requirements discussed previously, § 43.9(d) requires major repairs and major alterations be entered on a form, and the form disposed of, in the manner prescribed in part 43, appendix B,, by the person performing the work. Provisions are made on the form for a person other than that person performing the work to approve the repair or alteration for return to service. A manufacturer may indicate its service letter or service bulletin constitutes a major repair

or alteration and provide other instructions for accomplishment; however, the maintenance recordkeeping regulations establish the criterion for compliance with 14 CFR.

10.2 An exception is provided in appendix B, paragraph (b) for major repairs, which allows part 145 repair stations certificated to provide a signed copy of the work order upon which the work is recorded along with a maintenance release that has been signed by an authorized representative of the company. In some cases, a work order and a maintenance release may be different documents; both must be provided to the customer.

10.3 Detailed instructions for completing FAA Form 337 use to record major repairs and alteration are contained in AC 43.9-1, Instructions for Completion of FAA Form 337.

11 MAINTENANCE RECORDS FOR AD COMPLIANCE. Under § 91.417(a)(2)(v), the owner or operator is responsible for keeping a current status of applicable airworthiness and safety directives. These documents are applicable to aircraft, aircraft engines, propellers, and appliances under 14 CFR part 39.

11.1 When an AD or safety directive requirement is accomplished, the maintenance record for the owner or operator to fulfill its obligations must contain:

11.1.1 The AD or safety directive number and revision date.

11.1.2 The method of compliance

11.1.3 If recurring, the time and date when the next action is required.

11.2 The subject is covered more completely in AC 39-7, Airworthiness Directives.

12 MAINTENANCE RECORDS FOR 14 CFR §§ 91.411 and 91.413, part 43 Appendixes E and F INSPECTIONS AND TESTS.

12.1 Persons operating under instrument flight rules (IFR) must have each static pressure system, altimeter instrument, and automatic pressure altitude reporting system tested, inspected, and found in compliance with appendices E and F of part 43 every 24 calendar months.

12.2 Section 91.413(a) states that "[n]o persons may use an ATC transponder that is specified in §§ 91.215(a), 121.345(c), or 135.143(c) of this chapter unless, within the preceding 24 calendar months, the ATC transponder has been tested and inspected and found to comply with appendix F of part 43 of this chapter."

12.3 Appendixes E and F of part 43 direct persons to comply with the provisions of § 43.9 after completing the inspections and tests required by §§ 91.411 and 91.413.

13 MAINTENANCE RECORDS FOR IDENTIFYING ARTICLES

13.1 When an article is received with missing, removed, or otherwise obscured marking, see AC 43-213, Parts Marking Identification.

13.2 All maintenance is to be performed in accordance with § 43.13. Visual inspections using manufacturer maintenance manuals, service bulletins, instructions for continued airworthiness, air carrier procedures, and other data acceptable to or approved by the FAA can be used to identify or confirm an article's configuration. All records pertaining to the maintenance performed should reflect the part number associated with the applicable maintenance data.

14 COMPUTERIZED RECORDS. While commercially-available computerized maintenance record systems are widespread, they may not meet the requirements of §§ 43.9, 43.11 or 91.417. Authorized signatures must be affixed to these records to establish compliance. Guidance for establishing an acceptable system is found in AC 120-78, Electronic Signatures, Electronic Recordkeeping, and Electronic Manuals.

15 MAINTENANCE RECORDS UNDER SECTION 43.11.

15.1 Maintenance inspections requirements. Under § 91.405, each owner or operator must—

15.1.1 Choose the § 91.409 program under which the aircraft will be inspected.

15.1.2 Have discrepancies repaired in-between inspections.

15.1.3 Ensure that properly authorized maintenance personnel make appropriate entries in the aircraft maintenance records indicating the aircraft has been approved for return to service.

15.2 Inspections performed and recorded under § 43.11 are usually made without disturbing the assembly of the airframe, aircraft, aircraft engine, appliance, or component except for the removal of the inspection access covers, fairings, and removable cowling. Inspection programs refer to a list of scheduled items and associated intervals whose main purpose is to determine the condition of the aircraft and its components (airframe, aircraft, aircraft engine, appliance, emergency and survival equipment).

15.3 Inspections performed in accordance with part 91, 125, §§ 135.411(a)(1), or 135.419 include those prescribed in—

15.3.1 Subpart E of part 91, such as annuals, 100-hour, progressive, continuous airworthiness inspection program, approved aircraft inspection program, inspection program recommended by the manufacturer, or one developed by the owner or operator and approved by the FAA.

15.3.2 Sections 125.247, 135.411(a)(1), or 135.419.

15.4 Other than an annual and 100-hour, under the inspection program used by the current owner/operator is to be identified in the aircraft maintenance records or approved by the FAA (*see*, §§ 91.409(d)-(f).

15.5 Maintenance inspection record requirements. Section 43.11(a) requires persons approving or disapproving equipment for return to service, after any required inspection, to make an entry in the record of the equipment.

15.5.1 The owner or operator is responsible for ensuring the appropriate entries for the equipment are made; therefore, the person making the required record for the inspection will follow the directions or methods adopted by the owner or operator.

15.5.2 If the owner or operator maintains a single record, the entry of the 100-hour or annual inspection is made accordingly. If the owner maintains separate records for the aircraft, airframe, aircraft engine, propeller, appliance, or component part, the entry for the 100-hour inspection is entered in each, while the annual inspection is only required to be entered into the airframe record.

15.6 Maintenance Inspection Record Details. The maintenance record required by § 43.11 for an inspection accomplished in accordance with part 91, 125, §§ 135.411(a)(1), or 135.419 must include:

15.6.1 The type of inspection and a brief description of the extent of the inspection.

15.6.2 The date of the inspection and aircraft total time in service.

15.6.2.1 Time in service with respect to maintenance time records means the time from the moment an aircraft leaves the surface of the earth until it touches it at the next point of landing. The time in service information must be obtained from the owner/operator of the aircraft.

15.6.2.2 When the aircraft can provide the information required by the regulations, its data may be used to comply with the time in service requirement.

15.6.2.3 The use of Hobbs meters and other devices that count usage of the aircraft in different measures than the definition used by the FAA is acceptable provided the measure will result in a conservative number that ensures the inspection is performed in the required timeframe.

15.6.3 The signature, the certificate number, and kind of certificate held by the person approving or disapproving for return to service the aircraft, airframe, aircraft engine, propeller, appliance, component part, or portions thereof.

15.6.4 Except for progressive inspections, if the aircraft is found to be airworthy and approved for return to service, the following or a similarly worded statement—

"I certify that this aircraft has been inspected in accordance with (insert type) inspection and was determined to be in airworthy condition."

15.6.5 Except for progressive inspections, if the aircraft is not approved for return to service because of needed maintenance, noncompliance with applicable specifications, airworthiness directives, or other approved data, the following or a similarly worded statement—

"I certify that this aircraft has been inspected in accordance with (insert type) inspection and a list of discrepancies and unairworthy items dated (date) has been provided for the aircraft owner or operator."

15.6.6 For progressive inspections, the following or a similarly worded statement—

"I certify that in accordance with a progressive inspection program, a routine inspection of (identify whether aircraft or components) and a detailed inspection of (identify components) were performed and the (aircraft or components) are (approved or disapproved) for return to service."

If disapproved, the entry will further state "and a list of discrepancies and unairworthy items dated (date) has been provided to the aircraft owner or operator."

15.6.7 If an inspection is conducted under an inspection program provided for in part 91, §§ 125.247 or 135.411(a)(1), the entry must identify the inspection program, that part of the inspection program accomplished, and contain a statement that the inspection was performed in accordance with the inspections and procedures for that particular program.

15.7 For the owner/operator to take credit for an inspection, it must be accomplished completely. If unairworthy items or discrepancies exist, they must appear on the dated and signed discrepancy list.

15.8 If an inspection is interrupted for any reason by the owner/operator, while a § 43.11 record is not made, any maintenance performed must be recorded as required by § 43.9.

15.9 Listing discrepancies and placards. Section 43.11(b) requires that if the aircraft the inspection required by part 91, §§ 125.247 or 135.411(a)(1) finds that the aircraft is unairworthy (§ 3.5(a)) or does not meet the applicable type certificate data (§ 21.41), airworthiness directives (AD) (§ 39.3), or other approved data (§ 21.8) upon which its airworthiness depends, (§ 43.9(d)) the owner or operator must be given a signed and dated list of the discrepancies.

15.9.1 Unairworthy conditions. Airworthiness means the aircraft complies with its original type certificate requirements, plus properly installed supplemental type certificates, major repairs and alterations, and ADs. Unairworthy conditions and discrepancies are

technical determinations; documentation and other inconsistencies in maintenance records do not equate to items that must be placed on the dated and signed discrepancy list.

15.9.1.1 Items that diverge from the original design or airworthiness standards on the type certificate data sheet or from approved major repairs and alterations or fail to address AD compliance must be listed on the dated and signed discrepancy list.

15.9.1.2 Items that diverge from the methods, techniques, and practices required by § 43.13 must be listed on the dated and signed discrepancy list as unairworthy.

15.9.2 **Discrepancies**. Case law and FAA Chief Counsel interpretations recognize the difference between a new aircraft and one that has been in service. An aircraft may have accumulated a certain amount of wear and minor defects and still substantially conform to its type certificate and be in a condition for safe operation and therefore be airworthy.

15.9.2.1 Although not every scratch, dent, pinhole of corrosion, missing screw, or other defect, no matter how minor or where located, interferes with the aircraft's design, construction, or performance to a degree that the aircraft no longer conforms to its approved design, items that diverge from the acceptable or approved data required by part 43, appendix A and §§ 43.9(d) and 43.13 but do not render the aircraft unairworthy are discrepancies to be placed on the dated and signed discrepancy list.

15.9.2.2 When an owner/operator has authority under § 91.213(d)(2) to use a minimum equipment list (MEL) for the aircraft, the signed and dated discrepancy list must include those items allowed to be inoperative.

15.9.3 The discrepancy list is to be prepared by the person performing the inspection required by part 91, §§ 125.247 or 135.411(a)(1). The owner/operator is responsible for maintaining the discrepancy record in accordance with § 91.417(b)(3), until the defects that render the aircraft unairworthy are fixed and the work is approved for return to service.

15.9.4 **Placarding**. For those items on the signed and dated list of discrepancies permitted to be inoperative under § 91.213(d)(2), the person performing the inspection required by part 91, §§ 125.247 or 135.411(a)(1) shall place a placard, that meets the aircraft's airworthiness certification regulations, on each inoperative instrument and the cockpit control of each item of inoperative equipment, marking it "Inoperative."

16 CORRECTING OR REISSUING MAINTENANCE RECORDS

16.1 Additions, corrections, and clarifications to a maintenance and inspection record can and should be made prior to when the approval of the work for return to service is issued. A recommended method for paper records is to—

16.1.1 Place a single line through the incorrect entry,

16.1.2 Enter the correct information immediately above, below, or adjacent to the marked-out portion,

16.1.3 Enter the date of the correction, if different from the approval for return to service, and

16.1.4 Initial or sign the corrected area.

16.2 Requests for correction or reissuances of maintenance records after the approval for return has been issued may be accomplished without reverification of the product or article condition as it will not be a statement of current condition but of the actual work performed.

16.3 The corrected records must clearly reference the originally issued documents and clearly specify the areas of correction.

16.4 Only the person, *i.e.*, mechanic, repair station, or air carrier, responsible for the final inspection and approval for return to service can void, reissue, or correct maintenance and inspection records.

16.5 When using the FAA Form 8130-3—

16.5.1 Include in block 12 a statement similar to:

"This FAA Form 8130-3 corrects the error(s) in, or documents associated with, FAA Form 8130-3 [enter original form tracking number] dated [enter original issuance date]. The reissuance of this information does not cover the current condition of the article."

16.5.2 In block 14e, put the date the new form was issued.

16.5.3 If there is information on both sides of the form, each copy must include both sides as well.

16.5.4 Both forms must be retained according to the retention period.

16.5.5 If a copy of FAA Form 8130-3 is requested due to a lost or damaged form, the originator is to retain a copy of each FAA Form 8130-3 issued.

16.6 There is no restriction on the number of copies of any maintenance record that may be sent to the customer or retained by the originator.

17 USING THE FAA FORM 8130-3 FOR MAINTENANCE RECORD PURPOSES.

17.1 Only persons authorized by § 43.7(b)–(e) of parts 65 subpart D, 121, certain 135 operators, and 145 repair stations may issue FAA Form 8130-3 to approve the maintenance, preventive maintenance, or alteration on a product or article for return to service under § 43.9(a)(4). In addition, the applicable recordkeeping requirements of §§ 43.9, 91.417 and 91.421; part 121, § 121.380; § 135.439; or part 145, § 145.219 must be met.

17.2 When completing the FAA Form 8130-3 as an approval for return to service, the person performing the final inspection and issuing the approval for return to service must ensure compliance with all elements of § 43.9. See paragraph **9** for more information.

17.3 The "User/Installer Responsibilities" statements may be placed on either side of the form. If the statements are placed on the back side of the form, a note in block 12 should indicate that the information is on the back.

17.4 The FAA recommends completing the form as outlined in the instructions in Appendix B, Block-by-Block Instructions for Completing FAA Form 8130-3 for an Approval for Return to Service.

17.5 Copies, clearly marked as such, may be provided upon request.

18 INFORMATION SYSTEMS AND AUTOMATION.

18.1 With advances in technology, the collection of the data contained in FAA Form 8130-3 can be generated electronically. When the data is presented (*e.g.*, when it is printed), replication of the standard format adopted by or acceptable to international aviation safety agencies will be expected.

18.1.1 The overall design of the form must not be changed, the Blocks must stay in their original position and no verbiage may be added or deleted in the Block descriptions.

18.1.2 The Blocks and the form may be reduced, but not to the extent that it is no longer easily readable or readily recognizable.

18.1.3 The "User/Installer Responsibilities" statements may be placed on either side of the form. If the statements are placed on the back side of the form, a note in block 12 should indicate that the information is on the back.

18.1.4 White is the preferred color for printed forms; however, if another color is used, the information contained on the form must be legible.

18.1.5 All entries on the form must be permanent and be in English.

18.1.6 The form data may be printed, along with the form image, and retained in paper format, or the form data may be held in a secure database, provided the database contains all the information required on FAA Form 8130-3 and § 43.9 is available for FAA review upon request.

18.1.7 When a new or corrected FAA Form 8130-3 is issued as described by this AC, the information in paragraph **16** applies.

18.1.8 Block 12 of FAA Form 8130-3 and any attachments must ensure compliance with the elements described in paragraph **9.7**. Attachments are to include their corresponding FAA Form 8130-3's tracking number from Block 3 and the number of attachments must be stated in Block 5.

18.2 Issuance of FAA Form 8130-3 for Used Products and Articles Removed from a U.S.-Certificated Aircraft for Installation on Another U.S.-Certificated Aircraft.

18.2.1 FAA Form 8130-3 may be issued for products and articles removed from a U.S.-certificated aircraft for use on another aircraft. The use of FAA Form 8130-3 for this purpose is optional.

18.2.2 The products and articles removed must have an airworthiness determination made in accordance with § 43.13. This may include compliance with the applicable ADs, modification status, and total time/cycles as required by §§ 43.10, 91.417, 121.380, and 135.439.

18.3 Information Relevant to the International Aviation Authorities.

18.3.1 International aviation authorities in the EU require FAA Form 8130-3 for approval for return to service from part 145 repair stations as a Special Condition to the Bilateral Aviation Safety Agreement with the European Union.

18.3.2 When FAA Form 8130-3 is used as an approval for return to service to meet the terms and conditions of a BASA, users should refer to the specific agreements for completion instructions and requirements.

19 AC FEEDBACK FORM. For your convenience, the AC Feedback Form is the last page of this AC. Note any deficiencies found, clarifications needed, or suggested improvements regarding the contents of this AC on the Feedback Form.

Lawrence Fields

Executive Director, Flight Standards Service

20 APPENDIX A. DISCREPANCY LIST (SUGGESTED FORMAT)

Aircraft M/M	Registration #	Serial #	Type of inspection	Date of inspection

Finding #	Item—product, appliance or component part	Description of inspection finding	Discrepancy or Unairworthy Condition Enter D or U		To be: Corrected or Deferred Enter C or D

21 APPENDIX B. BLOCK-BY-BLOCK INSTRUCTIONS FOR COMPLETING FAA FORM 8130-3 FOR AN APPROVAL FOR RETURN TO SERVICE

B.1 Block 1, Approving Civil Aviation Authority/Country. FAA/United States. (Preprinted.)

B.2 Block 2, Authorized Release Certificate, FAA Form 8130-3, Airworthiness Approval Tag. (Preprinted.)

B.3 Block 3, Form Tracking Number. Enter a unique number associated with the work performed on the product or article.

B.4 Block 4, Organization Name and Address. Enter the full name and physical address (no post office box numbers) of the individual, organization, or facility that is issuing the form. A logo, certificate number, or other identification of the issuer is permitted if it can be contained within the block.

B.5 Block 5, Work Order/Contract/Invoice Number. Fill in a unique work order, contract, maintenance release authorization, and/or invoice number associated with the work performed on the product or article.

B.5.1 Enter the number of pages attached to the form, including dates, if applicable to ensure compliance with all elements in § 43.9 as described in paragraph **9.7**.

B.5.2 If an attachment contains the information required in blocks 6 through 11, those blocks may be left blank.

B.5.3 When attachments are included, a statement should be entered in block 12:

"This certification statement is for the articles on the attached document dated [date], containing pages [X] through [X]."

B.5.4 In addition, each page of the attachment should cross-reference the form tracking number located in block 3.

B.6 Block 6, Item. Provide the item number for the product/article upon which work will be performed, unless provided in an attachment.

B.6.1 Multiple item numbers may be used for the same part number (*e.g.*, same item with different serial numbers).

B.6.2 Identify multiple items in a logical sequence (*e.g.*, 0040, 0050, 0062, 0063).

B.7 Block 7, Description. Enter the name or nomenclature of the product(s) or article(s) upon which the work was performed, unless contained in an attachment (see instructions for Block 5). Preference is given to the verbiage used in the ICA or maintenance data (*e.g.*, Illustrated Parts Catalogue (IPC), Aircraft Maintenance Manual (AMM), or Service Bulletin (SB)).

B.8 Block 8, Part Number. Enter the part number for each product or article or if using an attachment for this information, reference the instructions for Block 5. In the case of an aircraft engine or propeller, the model designation may be used. If the article being worked is a subassembly that does not have a part number of its own, enter the next higher assembly number followed by the word "subassembly."

B.9 Block 9, Quantity. Enter the quantity of each product or article; if using an attachment for this information, reference the instructions for Block 5.

B.10 Block 10, Serial Number. Enter the serial number to identify the product or article, if one exists; if using an attachment for this information, reference the instructions for Block 5.

B.10.1 If no serial number exists, enter "N/A."

B.10.2 If a specific batch or lot number is used, refer to the instructions for block 12.

B.11 Block 11, Status/Work. Table B-1 describes the terms to be used in this area. The term entered in block 11 should reflect the majority of the work performed by the organization.

Table B-1. FAA Form 8130-3 Block 11 Terms

Enter:	For:
"OVERHAULED"	Use the elements in § 43.2 and the legal opinions found on https://drs.faa.gov/. Generally, an overhaul includes disassembly, cleaning, inspecting, repairing or replacing parts (as necessary), reassembling, and testing. The testing is to be done in accordance with technical data that have been developed and documented by the holder of the type certificate (TC), Supplemental Type Certificate (STC), or a material, part, process, or appliance approval under 14 CFR part 21.
"REPAIRED"	Restoration of an article or product's defect(s) or malfunction(s) in accordance with § 43.13, see also paragraph **9.5.1**.
"INSPECTED" and/or "TESTED"	Examination, measurement, functional, or other testing in accordance with § 43.13 (*e.g.*, visual inspection, functional testing, or bench testing).
"MODIFIED"	Alteration of a product or article from one approved configuration to another in accordance with § 43.13.

B.12 Block 12, Remarks. Describe the work identified in block 11 and associated results necessary to comply with § 43.9(a)(1) as explained in paragraph **9.7,** customer requirements, and international requirements in BASAs, MIPs, or MAGs.

B.12.1 The use of uppercase or lowercase in this block does not matter.

B.12.2 A part 145 certificated repair station (CRS) that also holds a part 145 certification or maintenance organization approval from another CAA must verify the process for issuing a "dual", "triple", or single release by reading the applicable MIP or MAG.

B.12.3 To address the language in Block 14a that states "unless otherwise specified in Block 12", document any work that was not performed or could not be performed in accordance with part 43 or the international regulations entered.

B.13 Blocks 13a through 13e. Shade, darken, or otherwise mark to preclude inadvertent or unauthorized use.

B.14 Block 14a, Approval for Return to Service. Mark the appropriate boxes indicating which regulations apply to the completed work.

B.14.1 At least the left box "14 CFR 43.9 Return to Service" must be marked to fulfill the requirements of § 43.9(a)(4).

B.14.2 If the work was done only in accordance with another CAA's regulation, mark the "Other regulation specified in Block 12" box.

B.14.3 If the work has been done in accordance with both the regulations of the FAA and another CAA, both boxes in block 14a must be checked.

B.14.4 If the box "Other regulation specified in Block 12" is marked, the regulations of the other CAA(s) must be identified in block 12 to satisfy international requirements.

B.15 Block 14b, Authorized Signature. Enter the signature of the person authorized to approve the work performed for return to service under § 43.7.

B.16 Block 14c, Approval/Certificate No. Enter the certificate number of the person authorized by § 43.7.

B.17 Block 14d, Name (Typed or Printed). Type or print the name of the person authorized under § 43.7 that signed in block 14b.

B.18 Block 14e, Date (dd/mmm/yyyy). For the date to be entered in block 14e for approval for return to service see the information in paragraph **9.7.2** (which refers to § 43.9(a)(2)).

B.18.1 The date should be in the following format: two-digit day, first three letters of the month, and four-digit year (*e.g.*, 03 Feb 2008).

B.18.2 The use or omission of slashes, hyphens, or spaces in the date does not matter.