



The Aeromodellers Association (Scotland) Ltd.
trading as the

SCOTTISH AEROMODELLERS ASSOCIATION

Register office — 30 West Baldrige Road, Dunfermline, Fife, Scotland, KY12 9AW

SAA Submitting a NOTAM





SUBMITTING A NOTAM

Civil Aviation Authority NOTAM Procedures –

Submitting a NOTAM It is a Civil Aviation Authority (CAA) requirement that all air users should be advised of unusual air activities that might be hazardous.

This includes model aircraft displays. The process for notifying air users is called the "Notice to Airmen" or NOTAM. This appendix describes how to request a NOTAM.

NOTAMs are requested 28 days before the event by sending an email to arops@caa.co.uk . The email follows a specific format which is summarized below:

- A) Club 0001
- B) Anytown. Grid Ref SX5678. 1 mile radius
- C) 0606251000 local
- D) 0606251700 local
- E) Model Aircraft flying Display
 - Surface to 1500 ft –
 - POC Fred Smith 07123 123123.

Decode of the automatic input format:

- Line A: Reference number, user defined and unique
- Line B: Location in text and 4-figure grid reference or lat-long
- Line C: YY MM DD time for start. Add "local" otherwise they assume GMT.
- Line D: YY MM DD time for finish
- Line E: Activity and requested airspace, ask for what you really need and don't overstate it. Contact number should be someone onsite that pilots can talk to.

The email should be sent to arops@caa.co.uk and titled "NOTAM Request". If you want to obtain further advice for advice telephone 020 7453 6599.