

Pre-Flight Safety Compliance Checklist

Date: _____

To: [Recipient's Name]

From: [Your Name]

Subject: Pre-Flight Safety Compliance Checklist

Dear [Recipient's Name],

Please find below the pre-flight checklist for safety compliance as per our standard operating procedures:

1. Confirm that all crew members are briefed on safety procedures.
2. Verify all emergency equipment is onboard and functional.
3. Check weather conditions along the flight route.
4. Ensure all necessary documentation is completed and accessible.
5. Conduct a thorough inspection of the aircraft exterior and interior.
6. Review flight plan and fuel requirements.
7. Confirm communication systems are operational.

It is essential to ensure all items on this checklist are adhered to before departure to maintain safety compliance. Please confirm the completion of this checklist by signing below:

Signature: _____

Date: _____

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]