



## Fly America Act Waiver Checklist

This checklist can be used to determine if a waiver of the Fly America Act (41 CFR Part 301-10) could be allowable under the federal regulations.

**Attach completed form to employee travel reimbursement request with appropriate documentation for applicable exception.**

- 1. Use of a foreign air carrier is a matter of necessity because:
  - Use of foreign air carrier is necessary for medical reasons. *(Provide supporting documentation such as doctor's note.)*
  - Use of foreign air carrier is required to avoid unreasonable risk to traveler's safety.
  - Seat on U.S. flag air carrier in authorized class of service is unavailable; seat on foreign air carrier in authorized class of service is available. *(Provide detailed explanation along with supporting documentation from at least 2 U.S. flag carriers.)*
  - Use of U.S. flag air carrier will not accomplish the sponsoring agency's mission. *(Provide detailed justification with supporting documentation from the federal sponsoring agency.)*
- 2. Code sharing agreement exists. U.S. is a party and the Department of Transportation determines agreement meets requirements of the Fly America Act. *(Supporting documentation with U.S. flag carrier designator code must be included.)*
- 3. No U.S. flag air carrier provides service on a particular leg of your route.
- 4. A U.S. flag air carrier involuntarily reroutes traveler on a foreign air carrier.
- 5. Service on a foreign air carrier is three hours or less, and use of U.S. flag air carrier doubles en route travel time.
- 6. Air travel is between the U.S. and another country and use of a U.S. flag air carrier on a nonstop flight extends travel time by 24 hours or more.
- 7. Other:
  - Use of a U.S. flag air carrier increases the number of aircraft changes outside the U.S. by two or more.
  - Use of a U.S. flag air carrier extends travel time by six hours or more.
  - Use of a U.S. flag air carrier requires a connecting time of four hours or more at an overseas interchange point.