U.S. Army Parachute Team
“Golden Knights”

Support Manual v6.2

INDEX

SECTION I	INTRODUCTION	2
SECTION II	GENERAL INFORMATION	3
SECTION III	SUPPORT REQUIREMENTS	4
SECTION IV	AVIATION REQUIREMENTS	9
SECTION V	DEMONSTRAION JUMPS	12
SECTION VI	PUBLICITY AND PUBLIC RELATIONS	15

APPENDIX

COORDINATION TIMELINE & CHECKLIST	A
PERSONNEL SUPPORT CHECKLIST	B
OPERATIONS SUPPORT CHECKLIST	C
RECRUITING SUPPORT CHECKLIST	D
MEDIA SUPPORT CHECKLIST	E
MEDIA RIDER QUESTIONNAIRE	F
LITHO REQUEST SHEET	G
ADVANCE REPRESENTATIVE CHECKLIST	H
TANDEM PASSENGER INFORMATION SHEET	I
AIRSHOW INFORMATION PACKET	J
INSURANCE REQUIREMENT MEMORANDUM	K

I. INTRODUCTION

Air Show Coordinators and Air Show Committees should use this Support Manual for planning, support and follow-up of a Golden Knights demonstration. This manual represents over 50 years of aerial demonstration experience and has been thoroughly revised, validated, and updated. To ensure a successful execution for your event, the Air Show Director, Air Boss, and the individual assigned to act as the Golden Knights' single point of contact (POC) throughout the show should read and fully understand the requirements of this manual.

EVENT PLANNING AND COORDINATION: It is crucial for the show sponsor to stay in regular contact with the Golden Knights Event Coordinator in order to ensure all requirements are met and questions answered. Coordination with the Event Coordinator will continue to take place up to two days prior to the event, at which point all coordination will transfer to the Golden Knights Advance Representative who is a member of the demonstration team assigned to perform at a specific event. This individual will be briefed by the Event Coordinator prior to departing the Golden Knights headquarters and will travel two days ahead of the demonstration team to perform a variety of tasks aimed at providing a smooth reception and integration of the team into the event. The Advance Representative will need to meet with the show POC immediately upon arrival in order to begin confirming that all support requirements have been satisfactorily met and to confirm all of the details involved in the execution of the show. Please note that the advance representative will be an enlisted member of the Team and will have the authority to make decisions on behalf of the Commander with regards to the Team's activities at the show location. We recognize that other military organizations are represented by commissioned officers on location and ask that all air show sponsors respect the responsibilities that the advance representative and all Team members have with regards to planning and executing a safe and effective aerial demonstration, as well as representing the Army before the American public, regardless of their rank.

II. GENERAL INFORMATION

A. MAILING ADDRESS

Standard USPS Mail:

U.S. Army Parachute Team
ATTN: "NAME"
P.O. BOX 70126
FORT BRAGG, NC 28307-0126

Fedex/UPS or other delivery service:

U.S. Army Parachute Team
ATTN: "NAME"
BLDG 3-3327 Butner Rd.
FORT BRAGG, NC 28310

B. TELEPHONE NUMBERS

1. USAPT Scheduler – SFC JD Berentis
   DSN. 337.3205 Comm. 910.907.3205
   Email: john.d.berentis.mil@mail.mil
2. USAPT Event Coordinator – Mr. Darrin Grim
   DSN 239.9433 Comm. 910.432.9433
   Email: darrin.r.grim.civ@mail.mil
3. USAPT Operations NCOIC – SFC Dustin Peregrin
   DSN 337.3131 Comm. 910.907.3206
   Email: dustin.e.peregrin.mil@mail.mil
4. USAPT Operations Officer – CPT Darren Ekey
   DSN 337.3131 Comm. 910.907.3131
   Email: darren.l.ekey.mil@mail.mil
5. USAPT Media Relations Director – Ms. Donna Dixon
   DSN 236.7423 Comm. 910.396.7423
   Email: donna.l.dixon12.civ@mail.mil
6. USAPT Budget Analyst - Ms. Terri Wilde
   DSN 236.4622 Comm. 910.396.4622
   Email: terri.l.wilde.civ@mail.mil
7. FAX: 910.432.9561

C. AIRSHOW INFORMATION PACKET (APPENDIX J)

1. The Air show Information Packet is a consolidated list of essential information covering the most important details required for a successful demonstration. This packet is identical to information used by the USAPT Event Coordinator to communicate details of the event with the Advance Representative prior to his departure. As much of this information as possible should be supplied to the USAPT Event Coordinator immediately following ICAS, with a final version being due no later than 60 days prior to the event.

2. When filling in this information, please be sure to type or print legibly with correct spelling, as the information on this form may be used to produce lithographs for distribution at the show. Additionally, please be sure to include the full name and rank of all individuals (as they will be at the time of the event), along with complete DSN, commercial, and cell numbers.

*NOTE: Sample documents and schedules are available at our website throughout the year.

Please visit http://www.goarmy.com/events/golden-knights.html

III. Support Requirements

A. SHOW FEE

1. The charge for a Golden Knight performance is $4,000 for each event day. Each of the primary days scheduled for events (usually Saturday and Sunday) are considered event days. Therefore, the charge for a standard weekend air show is $8,000. With few exceptions, the Team plans to arrive at each event one day prior to their scheduled performance and depart one day following their last performance. These travel days are not considered "event days", and are therefore not included in the charge for the event. Each show will, however, be required to fulfill other support requirements such as the cost of lodging and transportation for the entire event. In most cases, this allows the Team to perform a media / arrival show at no additional expense to the sponsor. If payment is not received 60 days prior to the event, the event will be considered for cancellation and the demonstration team supporting the event will be rescheduled for another event.

2. For civilian sponsors, payment may be sent via check made out to Defense Accounting Office. Please include Tax ID number and type of business. Mail to:

Standard USPS Mail:	**Fedex/UPS or other delivery service:**
U.S. Army Parachute Team	U.S. Army Parachute Team
ATTN: "Name"	ATTN: "Name"
P.O. Box 70126	BLDG 3-3327 Butner Road
FORT BRAGG, NC 28307-0126	FORT BRAGG, NC 28310

3. For military sponsors, a Military Interdepartmental Purchase Request (MIPR) may be used for payment. Please include telephone and FAX number on the MIPR:

Make DD Form 448 payable to:	Send DD Form 448 to:*
Commander, U.S. Army Parachute Team	U.S. Army Parachute Team
ATTN: ATAL-BP-C	ATTN: Budget Officer
P.O. BOX 70126	P.O. BOX 70126
FORT BRAGG, NC 28307-0126	FORT BRAGG, NC 28307-0126

*See above address if you are using a delivery service

*NOTE: You may scan and email the DD Form 448 to: terri.l.wilde.civ@mail.mil

4. All payments are final once the Team departs their home station to travel to the event. This holds true even though unforeseen events such as weather conditions or maintenance issues should force the event to be cancelled.

B. LODGING

1. Lodging will be provided by the sponsor, for the entire event, at no expense to the Golden Knights. Our Team members travel in excess of 200 days for year away from their home station. For this reason the Team appreciates optimum accommodations conducive to a productive, yet relaxing environment. The Golden Knights require up to 18 single rooms as a general rule. If, upon inspection by the Advance Representative, the accommodations are determined to be unacceptable, they must be replaced. This must be done by the show

sponsor at no charge to the Team or Advance Representative. If the Advance Representative has to relocate accommodations, the show sponsor will be charged the rate paid by the Team.

2. Reservations should be made under the name "Golden Knights" and be available to the Advance Representative prior to the Team's arrival; this expedites check-in of the Team members. Upon request, the Advance Representative will provide the hotel with a rooming list. The Advance Representative will ensure each Team member checks in at the desk once they have arrived. Rooms should be located adjacent to one another as much as possible to facilitate coordination meetings, departure times and jump debriefings, and should preferably be located on the first floor of the building.

3. Specific Lodging Requirements.

   a. Accommodations must be clean, of decent quality, and well kept. Primary concerns for safety and security must be taken into account. National franchises usually have the best room at the best rates.
   b. The hotel should have an internal or adjacent restaurant capable of preparing full-course meals. Fast food (i.e. McDonalds, Burger King, etc.) is not considered a full-course restaurant.
   c. The Advance Representative's room must be available on the morning of his arrival; usually two days prior to the Team's arrival.
   d. All room keys must be available to the Advance Representative prior to the Team's arrival.
   e. On military installations, all team members (i.e. officers, enlisted, males, females, etc.) will be housed in the same facility.
   f. All rooms must be single occupancy rooms. The total number of rooms required is dependent upon the type of aircraft used to support your event. All rooms must have a private bathroom, telephone, high-speed internet, and climate control available.
   g. If other DOD teams are performing at the same event, Golden Knights should be housed at the same location as those teams.

C. TRANSPORTATION

1. Vehicle support will be provided by the sponsor at no expense to the Golden Knights. Vehicle requirements are dependent upon the type of aircraft used for the event, as well as whether or not a section from the Tandem Team has deployed with the Demonstration Team to provide the air show sponsor with the opportunity to provide a tandem jump for a nominated individual.

2. For the typical event, the transportation support required will be four full-sized sedans, two mini-vans, and one 15-passenger van. In some cases two additional mini-vans can be substituted for the single 15passenger van. Blazer style trucks and mini-vans may also be substituted for the sedans. Such substitutions should only take place when the requested vehicle is not available. All vehicles should have relatively low mileage and be in good condition.
3. Vehicle requirements reflect the minimum support capable of transporting our personnel and equipment; there can be no substitutions without the consent of the event coordinator. Because of the large volume of equipment carried by each team member, full-sized, four-door sedans (or suitable substitutes) are required. The full-size van must be a 15 passenger or larger van with bench style seats in the passenger compartment. All vehicles should be provided with full fuel and the show sponsor will be responsible for any incurred cost associated with the vehicles, such as parking fees.

4. One of the sedans must be made available to the Advance Representative upon his arrival - usually two days prior to the Team's arrival. All vehicles should be available for the Advance Representative to inspect one day prior to the Team's arrival.

5. All vehicles must have access to the ramp / flight line area. No restrictions will be placed on vehicles. Additionally, the vehicles will need to be staged at the airport, adjacent to the designated aircraft parking area, full of fuel prior to the Team's arrival. The vehicles will be turned in to the same location where they were received.

6. Passes to identify vehicles to security/traffic personnel should also be provided for these vehicles. This will expedite our entry and exit to the show site while preventing us from being misdirected with ordinary show traffic.

D. ATHLETIC

1. Members of the Golden Knights are required to maintain a rigorous physical training program, especially throughout the show season. As such, it would be a great help to the Team members coming to your event if fitness facilities were available for their use. This is not a requirement, but something which will go a long way towards maintaining the physical fitness of our Team.

E. SUSTENANCE

1. Conducting freefall parachute jumps can be extremely physically demanding, and Golden Knights typically perform several times per show day. When considering debrief time, time spent with recruiters, re-packing and a second round of equipment preparation, often there is little time available in between performances to search for the food and water needed to maintain peak performance. We ask show sponsors to consider having food, water, and other beverages available for up to 18 Golden Knights to help ease the high tempo we experience while conducting multiple demonstrations in a single day. All Team members will pay a reasonable price for any food that is brought to them.

2. Water and ice for coolers will be supplied to the Team during summer months. This will be coordinated between the show POC and the Advance Representative.

F. OPERATIONAL

1. **Dedicated POC**. The POC (point of contact) established by the show sponsor to meet the Advance Representative and work with the Team during the event must be dedicated to that purpose alone and have no other duties while the Team is in town for the event. This person must be fully informed of all event activities and must have decision making authority. For military venues, this individual should also be an E-8 or above.

2. **Event passes**. A minimum of 25 event passes per day (with parking passes) will be required for each Golden Knight performance. This is to allow Centers of Influence, U.S. Army Recruiting and U.S. Army Cadet Command supporters, Cadets, Future Soldiers, and other designated military personnel to participate in the event.

3. **Cutaway coverage**. The show sponsor or POC will designate an individual with transportation for recovery during every performance. This will be done in the event there is a main canopy jettison as part of the Full Show or a malfunction. This designated individual must be equipped with a cell phone, have adequate transportation, and permission to cross runways. This individual must also meet with the ground crew at the target area 25 minutes

prior to each performance.

4. **In-brief room for arrival**. The show sponsor must provide a room to the Advance Representative to in-brief the Team upon their arrival. This room must be capable of occupancy for up to 25 people with table and chairs and a restroom nearby. If tandem jumps have been coordinated as part of the event, this room can/may be used to brief passengers and press, in which case a TV capable of playing a DVD is required as well.

5. **Fuel**. Our aircraft may require fuel after each performance. It is essential that fuel be available for each request and arrive no later than 10 minutes after the aircraft has parked in its designated area and shut down engines. Although the Golden Knights will pay the cost of fuel, show sponsors are responsible for ensuring fuel is available at the government contract rate, otherwise show sponsors are responsible for reimbursing the Team for the cost of fuel above and beyond the government contract rate. If a DoD jet team is performing after the Golden Knights, it is imperative that a fuel truck be pre-positioned at the designated parking location to avoid long delays caused by the movement restriction during jet team performances.

6. **Show line blueprint**. One large blueprint depicting the airfield will be provided to the Advance Representative upon his arrival. This blueprint will be used to illustrate the layout of the show line and the target area.

7. **Sound**. For media shows, a sound system should be set up for the Team prior to the jump, if available. For social event jumps, a sound system will be provided (already set up) that has the following properties:

   a. Enables the narrator to view the jumpers in freefall and upon landing
   b. Is capable of playing CD Music
   c. Is of show quality (i.e. no megaphones, single-speaker systems, etc.)

8. **Narration**. Under no circumstances will the air show announcer plug sponsors, give shout outs, etc. over the public address system during a Golden Knights performance. The narrator's control of the microphone will be uninterrupted from the time he steps out onto the target area until the time he closes the show.

9. **Recruiting Space**. The Golden Knights exist to connect America's people with their Army in an effort to continue to support the all-volunteer force. As such, recruiter participation is an essential component to any Golden Knights performance. We require that show sponsors provide access for local area recruiters, as well as a minimum of 20' x 20' booth space. We will typically repack parachutes and sign autographs in this space. With that in mind, a location in a high traffic area central to the show line is desired.

10. **Restrooms**. Restrooms (portable or fixed) should be available within 100 yards of the tie down point for the aircraft.

G. MEDICAL

1. Medical support must be available at the demonstration site. An emergency response vehicle and a paramedic or emergency medical technician is the minimum level of expertise that must be on location before the jumpers will be allowed to exit the aircraft. The rescue vehicle must be equipped with a backboard, cervical collar (neck brace) and oxygen.

2. The medical crew should check in with the Golden Knights ground crew 25 minutes prior to each demonstration and stay with the ground crew until each demonstration is complete.

IV. AVIATION REQUIREMENTS

A. BASIC AIRCRAFT INFORMATION AND REQUIREMENTS

1. Organic Aircraft. The Golden Knights have two C31 aircraft dedicated to support the demonstration teams. The C31 (Fokker F27 "Troopship") is a high wing, dual engine, turboprop, tri-gear, transport aircraft, manned by a 3-person crew. The support requirements for the C31 are listed below:

Fuel – JP4/JP5/JP8 or Jet A (approx. 500 gallons daily) Government Contract or Contract Rate

External Power Unit – 24 volts DC, 1500 amp, 3 prong

2. Staging Airfield. Due to safety considerations, the following minimum conditions must exist at airfields to permit operation of our support aircraft:

	Runway Length	**Runway Width**	**Taxiway Width**	**Runway/Taxiway Load Capacity**
C-31	5,000 ft	75 ft	30 ft	Twin Wheel 45,000lbs

Runways must be hard surface. If the runway does not meet the weight limitation requirements, the airport manager must provide the Team with a letter of waiver, granting specific authorization for our support aircraft to land at the airfield. The Golden Knights Aviation Section will make the final decision about airfield acceptability.

3. Aircraft Parking. The Golden Knights require an area large enough to park the aircraft being used as a jump platform. Our C-31 does not have reverse. The area required is:

	Width	**Depth**
C-31	200 ft	110 ft

*NOTE: The Golden Knights aircraft will NOT be used as a static display

B. WEATHER CONSIDERATIONS

1. Aviation Regulations require aircraft clearance of 500 feet below the clouds. Our minimum parachute-opening altitude is 2000 feet AGL.

2. Wind. Surface winds cannot be excessive. The standard limit for winds is 18 kts with gusts not greater than 9 kts. , but may vary based upon local ground hazards and turbulence. The Team Leader will make determination of wind suitability at the time of the jump. The Team Leader is responsible for the safety of his team -**his decision is final.** Winds may exceed safe jump conditions but still allow for an aircraft flyby if crosswinds are not a factor. The Air Boss may make such a request with the final decision being made by the Team Leader and aircraft Pilot in Command.

C. FAA REQUIREMENTS

1. The Federal Aviation Administration has established regulations governing the conduct of aircraft flights and parachuting activities in the public domain. The major requirement which will impact show sponsors is the requirement that an FAA Form 7711-2, Application for Certificate of Authorization, be submitted to the Local Flight Standards District Office (FSDO). This is required for any parachute jumps made into, or over, a congested area or open assembly of persons. The Application for Certificate of Authorization is completed by the show sponsor. A copy of the approved Certificate of Authorization (7711-1), with all of the Special Provisions, must be forwarded to the Golden Knights Event Coordinator for review two weeks prior to the event.

2. The Federal Aviation Administration has authorized the Golden Knights to make the technical judgments pertaining to the safety of the jumps we make under FAA Special Order 8900.1, section 17. We, in turn, must provide a statement certifying that adequate safety margins exist at the demonstration site. A copy of the letter is enclosed (Appendix K).

3. **Site Authorization**. If the demonstration site is not owned by the show sponsor or the employer of the sponsor, a letter of permission authorizing the Golden Knights to make a parachute demonstration jump onto the property must also be submitted along with the FAA 7711-2. A copy of the letter must also be provided to the show coordinator along with the approved Authorization. Note: If the jump is to be made adjacent to an airport or in an airport traffic area (ATA), permission is required from the controlling tower before the demonstration jump can be made.

4. **FAA Time Constraints**. FAA Form 7711-2 must be submitted to the FAA (FSDO/GADO) not later than 90 days prior to the event for air shows, and not later than 10 working days prior for all other events.

5. **Notice to Airmen (NOTAM).** The FAA requires that a NOTAM be filed with the local Flight Service Station (FSS) servicing your area. The show sponsor is responsible for filing ALL NOTAMs and advisories deem necessary by the FAA. Your local GADO/FSDO or FSS can assist and advise you on how to file a NOTAM. NOTAMs can be filed by calling 1.800.992.7433

D. INSTRUCTIONS FOR FILLING OUT FAA Form 7711-2

1. Name of Organization – Your Unit or Organization
2. Name of responsible person – Preferably you Air Operations, Show Control or head of your organization
3. Permanent mailing address – Your Unit or Organizations mailing address
4. FAR Section and number to be waived – IAW FAR 105.15 and 8700.1
5. Detailed description of proposed operation – As printed on example. If your event is not an air show then eliminate “aircraft fly-by”
6. Area of operation – As printed on example. This information should be available from your local airport or FAA office. Recommend you take a local road map with the exact location marked. Note: If you do not indicate surface to 13,000 feet AGL (above ground level) your show may have to be modified.

7. (a/b). Beginning and ending date and hour – ½ hour before start time/date and ½ hour after end time/date.
8.
    a. Aircraft make and model – Fokker F27/C31 “Troopship”, unless another aircraft is being utilized.
    b. Pilot’s name – US Military Aviators
    c. Certificate number and rating – N/A to military pilots
    d. Home address –

        Commander, U.S. Army Parachute Team
        ATTN: ATAL-BP-C
        P.O. BOX 70126
        FORT BRAGG, NC 28307-0126

The remainder of the form, 9-15, is to be filled out for air show or air race only

V. DEMONSTRATION JUMPS

A. GOLDEN KNIGHTS DEMONSTRATIONS

1. Media / Arrival Demonstrations are considered to be in the best interests of both the Team and the sponsor. However, there are scheduling considerations that could affect our ability to perform a Media / Arrival Demonstration. Confirm your request with your event coordinator.

B. MEDIA / ARRIVAL DEMONSTRATIONS

1. The Golden Knights will normally perform a Media / Arrival Demonstration on the day of their arrival at the event location. This demonstration usually consists of a mass exit of jumpers during a single pass over the show site. A request for a Media / Arrival Demonstration should be addressed to the Golden Knights Event Coordinator.

2. The Media / Arrival Demonstration is geared specifically for the news media. Team members will provide personal interviews before or after each show, if requested. The Media / Arrival Demonstration is an ideal time for inviting special interest groups such as the handicapped and senior citizens to view a parachute demonstration. Our local recruiters may also conduct a function with members of the Army's Delayed Entry Program.

3. It is not necessary that the Media / Arrival Demonstration be conducted at the same location as the actual air show or event. However, adequate time must be allowed for coordination of any additional airspace clearance and FAA Authorization / Waiver required for the jump

C. NARRATOR

1. At the beginning of each performance, a single jumper will exit and freefall to a designated opening altitude. After opening his or her parachute, a flag will be deployed. That flag can be a U.S., State, POW/MIA, or any other appropriate flag requested by the sponsor. As the flag is deployed the National Anthem or God Bless America can be played. After landing in the target area, the jumper will move to the show center and narrate the remainder of the show.

D. FULL SHOW (35 MINUTES)

1. The full show is designed to be both educational and appealing to the general audience. It consists of four basic maneuvers performed from an altitude of 12,500 feet above the ground. The maneuvers are designed to show the amount of control a jumper actually has while falling through the sky in excess of 120 miles per hour. The four maneuvers are:

   a. **The Baton Pass** – Two jumpers exit the aircraft and demonstrate the basics of flight control by flying their bodies together and linking up while in freefall. Once together, they will exchange a 14 inch wooden baton.
   b. **The Cutaway** – One of the more exciting jumps, a single jumper exits the aircraft and intentionally causes one of his parachutes to malfunction. This maneuver demonstrates what a parachutist would do should an actual malfunction occur.
   c. **The Diamond Track** – Two jumpers demonstrate the incredible amount of lateral movement that can be achieved in freefall by gliding apart. Once they reach a pre-determined altitude, the jumpers change direction, turning back towards each other, while streaking through the sky at a combined speed in excess of 300 miles per hour, their smoke trails forming the shape of a large diamond in the sky.
   d. **The Diamond Formation** – Four jumpers fly their bodies' together while in freefall, like high performance jet aircraft. Plummeting through the sky at 120 miles per hour, the jumpers fly to within inches of each other yet never touch. At a predetermined altitude, the Team Leader signals the other jumpers and they each separate in different directions, creating a large bomb-burst in the sky.

2. Lineup. Once all the jumpers are on the ground, they assemble in a lineup before the spectators for individual introductions and presentation of the baton to a distinguished member of the audience (selected by the sponsor and/or the Golden Knights).

3. Fly-by. When permissible, our Golden Knights aircraft (usually a C-31 Fokker) will conclude the show by performing a fly-by at the end of the lineup. At the conclusion of the lineup introductions, the aircraft will perform a fly-by at no lower than 100 feet AGL along the 500-foot line. The aircraft will land on the appropriate runway after the fly-by.

4. Full shows can only be conducted over airfields or large open areas. The full show lasts approximately 35 minutes.

E. MASS EXIT (20 MINUTES)

1. The Mass Exit is similar to the Media/Arrival Demonstration, the only difference being that the mass exit is being performed as part of the event, rather than for the media. During the Mass Exit all jumpers exit the aircraft at the same time, and based upon exit altitude, join together while in freefall to form a large formation in the sky. At a predetermined altitude the jumpers will separate, creating a bomb-burst in the sky with their smoke.

2. Lineup. A show lineup can be performed with a Mass Exit. All of the jumpers will land at the same time, equidistant from each other along the show line, approximately 50 feet in front of the spectators. After landing, the jumpers will move in to the crowd and pack their parachutes. This is usually a good ending to opening ceremonies.

3. Fly-by. Same as Full Show.

4. The Mass Exit normally takes 20 minutes to perform.

F. NIGHT DEMONSTRATION (20 MINUTES)

1. The Night Demonstration is our newest form of demonstration and has received terrific enthusiasm from audiences around the country. Performed almost identically to the Mass Exit, this show utilizes cold burning night pyrotechnics to light up the sky like a meteor shower. Additionally, some of the maneuvers performed under canopy during daylight are repeated at night with the night pyrotechnics, producing spectacular results.

2. The minimum landing area for a night demonstration is 100 feet by 100 feet. This area must be well-lit with lights positioned a minimum of 15 feet above the ground. This is to provide suitable depth of vision as jumpers land their parachutes.

3. Fly-by. Same as Full Show with the exception that the aircraft will be fitted with night pyrotechnics and will conduct the fly-by at no lower than 200 feet AGL.

4. The Night Demonstration lasts approximately 20 minutes.

G. OTHER SPECIAL DEMONSTRATIONS

1. Special Demonstrations are conducted for high visibility events when one of the previous two demonstrations would not be suitable. Some examples of special demonstrations performed by the Golden Knights include jumping into the opening ceremonies of the Winter Olympics, the Super Bowl, The World's Fair, and the Presidential Inauguration. The Special Demonstration can be tailored to fit the occasion. The type of show we will do is dependent upon the event, time available and the sponsor's desires.

*NOTE: The Golden Knights are capable of performing two demonstration jumps each day, excluding the arrival day. Most sponsors prefer to use both a Full Show and a Mass Exit in the schedule. A

combination of different flags and multiple jumpers can be used to fit any occasion. The USAP Event Coordinator can help tailor our performance to best fit your needs.

H. PLANNING CONSIDERATIONS

1. The following sequence illustrates exactly what actions the Golden Knights' aircraft must take in order to ensure the timing and landing accuracy, which is critical to the success of a Golden Knights demonstration.

    a. The aircraft takes off 30-40 minutes prior to the scheduled start time for the demonstration.
    b. The aircraft flies over the target area at 2,000 feet AGL for a Wind Drift Indicator (WDI) drop immediately after takeoff.
    c. The aircraft makes left-hand orbits over the target area while the jumpmaster watches the WDI's land. WDI's are used to determine opening and exit points (approx. 2-3 minutes).
    d. The aircraft begins climbing orbits over the target area to an altitude of 12,500 feet AGL. Orbits are 3-4 minutes in duration taking about 15-17 minutes for the aircraft to reach jump altitude.
    e. The aircraft continues orbiting over the target area. Jump-runs are aligned to adjust timing.
    f. "Hot target" is called up to the aircraft by the ground control, and the show begins
    g. Aircraft conducts fly-by (if situation permits).
    h. Aircraft lands. The aircraft landing will be no later than 15 minutes after the show is completed. The strictness of this requirement is due to several factors, including press rider endurance and cold/thin air conditions at altitude.

2. Provisions must be made for a Wind Drift Indicator (WDI) drop over the target area for each jump performance once the aircraft reaches 2,000 feet AGL. This will be conducted immediately after takeoff. Failure to be able to drop the WDI's will result in the cancellation of the demonstration. WDI's are critical to our demonstration of actual wind speed and direction.

3. High altitude jet demonstrations (to include the Blue Angels and the Thunderbirds) cannot be scheduled immediately prior to or directly after the parachute demonstration. High altitude jet demonstrations prohibit our jump aircraft from flying overhead to set up its orbits and timing for the demonstration. Jet "run-up" will drown out any narration, and for that reason no jet "run-ups" will take place within 1000 feet of the target area.

4. A minimum of three hours is needed from the time the last jumper lands on the first show of the day to the time the aircraft takes off for the second show. This time may be extended depending on the location of the departure airfield

5. When developing your show and schedule, please reference the above planning considerations to ensure there are no conflicts with our time requirements.

VI. PUBLICITY AND PUBLIC RELATIONS

A. PRE-EVENT

1. Our Media Relations department is standing by ready to assist you in any way you might need to publicize the Golden Knights' involvement in your event. If you attend ICAS, you will be given one of our Media Release Kits during the convention. The kit includes a variety of information on the Golden Knights to include write ups, photos and bios of the entire team. If you would like to request a Media Release Kit, or would like ideas for how you might publicize your event please contact our Media Relations Director.

2. Coordination for media related activities, to include a Press Show, may be conducted through the USAPT Event Coordinator prior to the event. Please note that requests for a Press Show may be declined based upon logistical considerations.

3. USAPT Media Relations Director:

   Ms. Donna Dixon: Email: donna.l.dixon12.civ@mail.mil Comm: 910.396.7423

B. MEDIA RIDES

1. While on show site our Team receives many requests to place members of the media aboard our aircraft. We welcome the opportunity to meet with the media and have them on board during each flight, but we stress that the show sponsor must ensure they meet the following basic criteria:

   a. Each member of the media is carrying credentials and is a bona-fide media representative (i.e. not an intern, borrowed credentials, spouse of a news reporter, etc.).
   b. Each media person is dressed appropriately, to include closed toe shoes, jacket, hat, scarf, gloves, etc. as the temperatures at jump altitude can be very cold in an open door aircraft, even in summer time.
   c. Each media person will be escorted at all times by either the Team members or the show sponsor's designated Golden Knights POC. At no time should any media be allowed on board our aircraft without prior knowledge and an escort.
   d. Each media person must be at least 18 years old.
   e. The maximum number of press riders for any given flight is six

C. MEDIA FEEDBACK

1. Our continued ability to support the air show community comes largely from feedback we get from performances around the country. To that end, we respectfully request that show sponsors make an effort to send us newspaper clippings and copies of television coverage we may generate in support of their event.

APPENDIX A

COORDINATION TIMELINE & CHECKLIST

1 Year - 3 Months Prior

- ☐ Submit completed DD 2535 to the GK Scheduler.
- ☐ Receive Confirmation that event has been added to the GK schedule (at ICAS or via phone or email conversation with GK Operations).
- ☐ Select a single point of contact (POC) for all coordination with the Golden Knights.
- ☐ Submit an Airshow Information Sheet to GK Event Coordinator as soon as possible. Update missing information as soon as possible.
- ☐ Read and understand the contents of this Support Manual.

60 Days Prior

- ☐ Send show fee to GK Operations no later than 60 days prior to the event.
- ☐ Final Airshow Information Sheet submitted to GK Event Coordinator.

30 Days Prior

- ☐ Submit changes to the GK Event Coordinator whenever needed, but not closer than 30 days prior to the event.

Two Weeks Prior

- ☐ Forward a copy of all FAA Certificate of Authorization with all Special Provisions to the GK Event Coordinator no later than two weeks prior to the event.

Two Days Prior

- ☐ POC meets GK Advance Representative at pre-arranged location and time with the Advance Representative Checklist.

Two Weeks After

- ☐ Send media coverage details to the GK Media Relations Director.

APPENDIX B

PERSONNEL SUPPORT CHECKLIST

Lodging

- ☐ Up to 18 single occupancy rooms reserved under the name "Golden Knights" (actual number depends on coordination with GK Event Coordinator). Hotel is reputable and on par with the local maximum military rate. Golden Knights are co-located with other DoD teams whenever possible. All rooms are reserved as close together as possible.
- ☐ Advance Representative's room is available the morning of his arrival. All other rooms are available for inspection prior to Team's arrival. Advance representative has access to all room keys prior to Team's arrival.
- ☐ All male, female, officer, and enlisted housed in the same area (military installations only).
- ☐ Hotel must have high speed internet available and climate controls standard in all rooms. Hotel must also be in close proximity to a restaurant serving full-course meals.

Transportation

- ☐ All vehicles specified in Section III (C) are provided.
- ☐ One sedan provided to the Advance Representative upon his arrival.
- ☐ Passes to identify each of these vehicles to security and traffic personnel are provided to the Advance Representative. All vehicles have access to the ramp / flight line area.
- ☐ All vehicles are clean, fully fueled, and have low mileage.

Athletic

- ☐ Access to a suitable gym facility (if available).

Sustenance

- ☐ Provide water and ice for coolers during summer months.
- ☐ Bring food and water for purchase for 18 Golden Knights in between same-day performances when possible. Inform the Advance Representative ahead of time that food (from vendors or otherwise) will be made available for purchase so that they may have cash on hand.

APPENDIX C

OPERATIONS SUPPORT CHECKLIST

Point of Contact

- [ ] Only one individual is assigned as the POC throughout the planning process. Individual is dedicated to the Golden Knights and has no other additional duties.

Event Passes

- [ ] A minimum of 25 event passes per day (with parking access) is provided to the Advance Representative.

Cutaway Coverage

- [ ] A dedicated driver with vehicle and access to all areas of the show site will be on station throughout any Golden Knights performance. Meets ground crew 25 minutes prior.

Arrival In-Brief Room

- [ ] A room will be provided for the Advance Representative to in-brief the Team upon their arrival. Room must be large enough for 25 people, have access to a restroom, and be equipped with tables and chairs.

Fuel

- [ ] Fuel trucks meet GK aircraft not later than 10 minutes after the aircraft has parked and shut down engines. Fuel should be sold at the government contract rate.

Show Line Blueprint

- [ ] One large blueprint depicting the airfield and landing area will be provided to the Advance Representative.

Sound

- [ ] A sound system will be provided for media shows whenever possible.
- [ ] For social event jumps, a sound system will be provided that enables the narrator to view the jumpers in freefall and upon landing, is capable of playing CD music, and is of good quality.

Narration

- ☐ No announcements will be made over public address systems during the Team's performance.

Recruiting Space

- ☐ A minimum of 20' x 20' space will be designated for use by local area Army recruiters. This space should be positioned in a high traffic area central to the show line.

Medical

- ☐ Medical coverage, consisting of a minimum of one paramedic or emergency medical technician, will be on site for each demonstration jump. Medical crew will check in with the GK ground crew 25 minutes prior to each performance.
- ☐ Medical rescue vehicle is required and must be equipped with a backboard, cervical collar (neck brace), and oxygen.

Night Shows

- ☐ Target area is 100' x 100' of unobstructed, level ground.
- ☐ Area is well lit with lights a minimum of 15' above the ground.

APPENDIX D

RECRUITING SUPPORT CHECKLIST

Notification

- ☐ Contact with local area recruiters has been made and coordination for attendance of the recruiters and other recruiting assets has been arranged.

Booth Space

- ☐ A footprint for the recruiting booth has been established, along with footprints for other assets coordinated to be on site through the local recruiters.
- ☐ Booth space is a minimum of 20' x 20'.
- ☐ Booth space is located in a high traffic area central to the show line.

APPENDIX E

MEDIA SUPPORT CHECKLIST

Media Packets

- ☐ Media packet has been delivered to the show sponsor by the Media Relations department of the Golden Knights at ICAS. (If not, packets may be requested through GK Media Relations at the number listed in General Information.)

Press Show

- ☐ A press show can be coordinated through the GK Event Coordinator. Press shows will be granted based upon time of arrival and may not be guaranteed for all events.

Media Rides

- ☐ Media rides may be coordinated through the Advance Representative on site and will need to satisfy the requirements of the Media Rider Checklist (Appendix E) before being approved.

Media Interviews

- ☐ Media interviews can be coordinated through the Advance Representative or any member of the Team on show site.

APPENDIX F

MEDIA RIDER QUESTIONNAIRE

Credentials

Does the person have credentials confirming their identity as a bona-fide member of the media?

Clothing

Is the person dressed appropriately for extreme cold temperatures (i.e. closed toe shoes, jacket, scarf, gloves, etc.)?

Age

Is the person at least 18 years old?

Notification

Has a member of the Team been notified that the person wishes to be placed on a media ride and agreed to the request?

If any of these questions is answered NO, the person in question will not be allowed on board the GK aircraft until the situation has been corrected.

APPENDIX G

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APPENDIX H

ADVANCE REPRESENTATIVE CHECKLIST

* This appendix is provided to assist the show POC in preparation to discuss topics that will be covered during the initial discussion with the GK Advance Representative upon his/her arrival at the show site.

- ☐ NOTAMs filed with proper location, radius, altitude, etc.
- ☐ FAA Certificate of Authorization received
- ☐ Aircraft Support (fuel, tie down points, ramp access, access passes, restroom, etc.)
- ☐ Schedule and type for all shows (to include which flags to be flown, FAA briefing timeline, etc.)
- ☐ Cutaway recovery coverage (POC, contact info, location, etc.)
- ☐ Medical coverage (POC, contact info, location, etc.)
- ☐ PA system (CD capable, location of mic, etc.)
- ☐ Media (interviews, press riders, etc.)
- ☐ VIP passes
- ☐ Baton Recipients
- ☐ Vehicles
- ☐ Police Escorts (if needed)
- ☐ Socials (times, locations, attire, presentations, etc.)
- ☐ Hotel rooms
- ☐ Tandem operations (on occasion)
- ☐ Mats / Lithos (recipients)

APPENDIX I

TANDEM PASSENGER INFORMATION SHEET

* This appendix is being provided in order to assist show sponsors with coordinating tandem parachute jumps for their events. Tandem jumps are only provided when resources are available and may require additional support from the show sponsor. This sheet should be submitted to the GK Tandem Coordinator only after confirmation from the GK Event Coordinator.

*The folloing two pages are is the Tandem request form. Please have the form filled out in its entirety and returned to the Tandem Coordinator.

The United States Army Parachute Team

"Golden Knights"

We would like to ensure that your Army experience is the best that it possibly can be. With this in mind please read the following statement pertaining to your current state of health.

"Representations and Warranties as to Medical Condition: I represent and warrant that (a) I have no physical infirmity, except those listed below, am not under treatment for any other physical infirmity or chronic ailment or injury of any nature, and have never been treated for any other of the following: cardiac or pulmonary conditions or diseases, diabetes, fainting spells or convulsions, nervous disorder, kidney or related diseases, high or low blood pressure; (b) I am not under any medication of any kind at the present time."

This statement is taken directly from the waiver you must sign in order to perform your tandem jump. If this statement applies to you in any form or you are unsure or if you are over 65, you must have a doctors release.

Due to the inherent nature of parachuting activities your safety is paramount. Your Tandem Instructor has the final decision to perform the tandem based off of all health and safety considerations.

UNITED STATES ARMY PARACHUTE TEAM

Golden Knights

Tandem Orientation Program
Individual Nomination Form

INSTRUCTIONS FOR COMPLETING THIS FORM

1. This form must be filled out in its entirety and must remain in its digital format. ***Please return this form to the email address listed on the bottom of the page.***
2. Only one Nominee per form. This form is intended for individual nominations only, not for members of a group.
3. Save each Nominees form as a ".pdf" with the following naming convention. (Nominees Last name first initial.pdf). For example: SmithJ.pdf
4. Save all PDFs for a group in one email.
5. In the email, include 2 to 3 dates that the Nominees are available.
6. Also, if the sender is the Nominee include in the body of the email the Nominator's name and reason for nomination.

NOMINATOR

LAST NAME: FIRST NAME: PHONE:

EMAIL: ORGANIZATION:

QUALIFICATION CRITERIA

*****In order to participate in the Tandem Orientation Program, the following criteria must appy to you.*****

You Must:		Initial
1. Be willing to sign the Tandem Waiver	YES	
2. Be over the age of 18*	YES	
3. Weigh less than 250 pounds *** HT/WT must be proportionate***	YES	

* If over the age of 65, a doctor's release must be attached.
* Certain medical condition also require a release. Please contact the coordinator.

You Must NOT:		Initial
1. Be pregnant	NO	
2. Be a public official running for office.	NO	
3. Have scuba dived within 24 hours prior to the jump	NO	
4. Have drank alcohol within 12 hours prior to the jump	NO	

******Military Members Only******

You Must Not:		Initial
1. Be currently barred from reenlistment	NO	
2. Be currently pending UCMJ or Flagged from Favorable Actions	NO	
3. Be on any profile restricting the performance of Airborne Operations	NO	
4. Be on leave of any type.	NO	

******THIS FORM MUST BE ATTACHED TO AN EMAIL FROM YOUR CDR VERIFYING THESE STATEMENTS******

On the day of the jump, nominees must wear closed-toe gym-type shoes. NO boots, sandals, or five-finger shoes. Dress comfortably for the weather in workout type clothes. Shorts and tee shirt are acceptable if weather permits.

IT IS IMPORTANT NOT TO CHANGE A NORMAL ROUTINE

IF INDIVIDUALS NORMALLY EAT A MEAL IN THE MORNING HOURS, THEN THEY SHOULD DO SO. FAILURE TO FOLLOW THEIR NORMAL HABITS COULD LEAD TO MORE THAN DISCOMFORT

The Tandem Instructor has the final decision to perform the tandem based off of all health and safety considerations

NOMINEE INFORMATION

LAST NAME: FIRST NAME:

POSITION/ TITLE/ RANK/AFFILIATION: EMAIL:

JUSTIFICATION FOR SELECTION:

GENDER: AGE: HT (inches) WT (pounds) GLASSES: YES ☐ NO ☐

ADDRESS: WORK PHONE: HOME PHONE:

EMERGENCY CONTACT: RELATIONSHIP:

ADDRESS: PHONE (w/AREA CODE):

List any medical conditions. If none, put "NONE"

Typed Name and Title of CDR / 1SG or equivalent — I certify that the above named individual meets the qualification criteria.(If you are unable to Digitally sign, your typed name will serve as acknowlegment.)

Signature

If you have questions or need assistance filling out this form, please contact the Army Parachute Team Tandem Coordinator

SFC Joe Hinds @ (910) 396-2036 usarmy.knox.hqda.list.apt.tandem@mail.mil

Email Form

APPENDIX J

DEMONSTRATION INFORMATION PACKET

EVENT NAME: _____ LOCATION: _____

SPONSOR: _____ EVENT WEBSITE: _____

DATE START: _____ DATE END: _____

TEAM POINT OF CONTACT: _____ EMAIL: _____

ADDRESS: _____

OFFICE PHONE: _____ CELL PHONE: _____ FAX: _____

REMARKS: _____

MILITARY - If you are supplying DSN phone numbers, please supply the commercial lines as well.

DEMONSTRATION INFORMATION

Fill out one block for each jump.

DATE/TIME: _____ SHOW TYPE: _____

LOCATION: _____ STAGING AIRPORT: _____

DRIVING DISTANCE / TIME FROM DROP ZONE TO AIRFIELD: _____

BATON PRESENTATION: _____ RECIPIENT: _____

AUTHORIZATION FILED: _____ BY: _____

NOTAM FILED: _____ BY: _____

REMARKS: _____

Appendix J (cont'd)

DATE/TIME: _____ SHOW TYPE: _____

LOCATION: _____ STAGING AIRPORT: _____

DRIVING DISTANCE / TIME FROM DROP ZONE TO AIRFIELD: _____

BATON PRESENTATION: _____ RECIPIENT: _____

AUTHORIZATION FILED: _____ BY: _____

NOTAM FILED: _____ BY: _____

REMARKS: _____

DATE/TIME: _____ SHOW TYPE: _____

LOCATION: _____ STAGING AIRPORT: _____

DRIVING DISTANCE / TIME FROM DROP ZONE TO AIRFIELD: _____

BATON PRESENTATION: _____ RECIPIENT: _____

AUTHORIZATION FILED: _____ BY: _____

NOTAM FILED: _____ BY: _____

REMARKS: _____

DATE/TIME: _____ SHOW TYPE: _____

LOCATION: _____ STAGING AIRPORT: _____

DRIVING DISTANCE / TIME FROM DROP ZONE TO AIRFIELD: _____

BATON PRESENTATION: _____ RECIPIENT: _____

AUTHORIZATION FILED: _____ BY: _____

NOTAM FILED: _____ BY: _____

REMARKS: _____

HOTEL ACCOMMODATIONS

HOTEL: _____ PHONE: _____

ADDRESS: _____ FAX: _____

POINT OF CONTACT(Name/Title): _____ NUMBER OF ROOMS: [ ]

Distance/Time from Hotel to Airport: _____

RATE: _____ MAX GOV Lodging Rate: _____

REMARKS: _____

TRANSPORTATION

RENTAL AGENCY/DEALER: _____ RATE: _____

POINT OF CONTACT: _____ TELEPHONE: _____

VEHICLES: SEDANS: [ ] MINI VANS: [ ] 12/15 PAX: [ ]

LOCATION OF ADVANCE REPRESENTATIVE VEHICLE: [ ]

REMARKS: _____

** Vehicles are to be paid for by the sponsor unless otherwise determined by Event Coordinator prior to Team's arrival **

FAA INFORMATION (Airshows)

FLIGHT STANDARDS DISTRICT OFFICE: _____

POINT OF CONTACT: _____ SHOW MONITOR: _____

TELEPHONE: _____ FAX: _____ Date Mailed: _____

REMARKS: _____

AIRFIELD INFORMATION

AIRFIELD NAME(Designator): _____ TOWER FREQUENCY: _____

LOCATION: _____ FBO NAME: _____

POINT OF CONTACT: _____ TELEPHONE: _____

ELEVATION: _____ RUNWAY LENGTH: _____ RUNWAY WIDTH: _____

HOURS OF REFUEL: _____ FUEL TYPE AVAILABLE: _____

PARKING: [ ] TIE DOWN POINTS AVAILABLE: [ ] APU: [ ]

GOVERNMENT CONTRACT RATE: [ ] METHOD OF PAYMENT: _____

PPR NUMBER REQUIRED: [ ]

POINT OF CONTACT: _____ TELEPHONE: _____

AIR SHOW CONTROL FREQUENCY: _____

ANY SPECIAL NOTES ABOUT AIRFIELD: _____

** Sponsor must ensure that airfield fuel is at government rate or they must pay the difference **

SOCIAL ENGAGEMENTS (Air Shows)

** Fill out one block for each social event.

Date: _____ Time: _____ Type dress: _____ Duration: _____

Location: _____

Point of Contact: _____ Telephone: _____

PRESENTATIONS: _____ To: _____

Driving Distance / Time from Hotel to Social: _____

Remarks: _____

Date: _____ Time: _____ Type dress: _____ Duration: _____

Location: _____

Point of Contact: _____ Telephone: _____

PRESENTATIONS: _____ To: _____

Driving Distance / Time from Hotel to Social: _____

Remarks: _____

Date: _____ Time: _____ Type dress: _____ Duration: _____

Location: _____

Point of Contact: _____ Telephone: _____

PRESENTATIONS: _____ To: _____

Driving Distance / Time from Hotel to Social: _____

Remarks: _____

ADVANCE REPRESENTATIVE INFORMATION

Person meeting Advance Representative at Destination: _____

Closest / Best Commercial Airport for Advance Rep to fly into: _____

Remarks: _____

**GK Advance rep will contact POC with flight / arrival information prior to departure for show site **

RECRUITERS INFORMATION

LOCAL RECRUITING STATION: _____

POINT OF CONTACT: _____ TELEPHONE: _____

ADDRESS: _____

Brigade: [ ] BATTALION: _____ COMPANY: _____

REMARKS: _____

SPECIAL NOTES

AIR BOSS: _____ TELEPHONE: _____

MEDIA POINT OF CONTACT: _____ TELEPHONE: _____

MEDICAL COVERAGE FOR EACH JUMP: [ ] CUTAWAY RECOVERY FOR EACH JUMP: [ ]

PA SYSTEM WITH CD CAPABILITIES: [ ] RAMP PASSES: [ ]

FAA BRIEFING LOCATION: _____

Remarks: _____

Air Show Webpage: _____ Air Show Twitter: _____

Air Show Facebook: _____

**** ONCE FORM IS COMPLETED save or scan a copy and send as an attachment to: darrin.r.grim.civ@mail.mil ****

Appendix K

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY PARACHUTE TEAM
3-3327 BUTNER ROAD
FORT BRAGG, NORTH CAROLINA 28310

REPLY TO
ATTENTION OF:

MRSB-PTC

29 Jun 2016

MEMORANDUM FOR: RECORD

SUBJECT: Insurance Requirement for Parachute Demonstrations Conducted by the US Army Parachute Team, 'Golden Knights'

1. The Department of Defense has waived the liability insurance requirement for parachute demonstrations presented in the public domain by the US Army Parachute Team, 'Golden Knights'.

2. The extent to which the United States has agreed to assume responsibility for the acts of its' employees is covered by the Federal Tort Claims Act, 28 United States Code, Section 1346(b) and Section 2671 et seq. This Act represents Congressional action in negligent acts by government employees. No other governmental agency or person may waive that sovereign immunity. If the civilian sponsor of an event involving Armed Forces participation desires additional information concerning the liability of the United States versus his own liability, he should be advised to contact his legal advisor.

3. Point of contact is First Sergeant Bryan K. Schnell, US Army Parachute Team Operations at 910-907-3206 or email bryan.k.schnell.mil@mail.mil.

DARREN L. EKEY
CPT, FA
Commanding

DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY CADET COMMAND AND FORT KNOX
1310 THIRD AVENUE, ROOM 215
FORT KNOX, KENTUCKY 40121

REPLY TO ATTENTION OF:

July 31, 2014

Office of the Staff Judge Advocate
Administrative Law Division

To whom it may concern:

This letter is to provide information regarding the insured status of military personnel in regards to potential claims and/or accidents involving the United States Army in an upcoming event. While United States governmental agencies are not authorized to purchase commercial insurance, the Government is liable for the negligent acts of its agents and employees under the provisions of the Federal Tort Claims Act, 28 U.S. Code, Section 2671. There are no insurance caps, or other dollar limitations limiting the potential liability of the Government under this statute. Please be advised that U.S. Army representatives are unable to sign proof of insurance agreements, indemnification agreements, or hold harmless agreements. However as an agency of the U.S. Government, the U.S. Army is *self insured.*

There are specific statutory and administrative requirements related to the filing, processing, and payment of claims against the U.S. Federal Government and the U.S. Army specifically. These requirements include statutes of limitation which may preclude recovery if a claim is not filed in a timely manner.

United States military personnel do not separately purchase health care insurance, but all such personnel are covered for medical treatment they personally receive as a member of the armed forces. Such treatment is provided via the TRICARE program, which includes all medical-related expenses.

Please contact me with any questions concerning this letter at (502) 624-7414.

Sincerely,

TIMOTHY G. GOBLIRSCH
Chief, Administrative Law Division