

AIRCRAFT FLIGHT INFORMATION

Use for each flight where a passenger is aboard for nonbusiness reasons

The company uses this information to compute employee imputed income and company disallowed expense.

Flight Number	<input type="text"/>
Date of Flight	<input type="text"/>
Aircraft ID	<input type="text"/>
Max gross takeoff weight	<input type="text"/>
Regular seating capacity	<input type="text"/>

Flight Information			
Airport Identifiers		Direct	Actual
Begin	End	Naut Mile	Hours
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

List Passengers, Including Business Passengers	Purpose of Flight	If Guest of Employee, Enter Employee Name and Status	Status		Relationship to Employee	Age 2?	Airport Identifiers		Direct Naut Mile	Actual Hours
			C	S			Begin	End		
Total Occupied Seat Miles/Hours									<input type="text"/>	<input type="text"/>

IF INCREMENTAL FLIGHT RULE APPLIES:

List the Related Business Flights

Airport Identifiers		Direct	Flight
Begin	End	Naut Mile	Ref
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

INSTRUCTIONS

- In "Purpose of Flight", enter "Business", "Personal" or "Entertainment"
- In "Status" above, C = "control employee" and S = "specified employee".
- In "age 2?" indicate whether passenger is less than age 2.
- In "airport identifiers", enter the three-letter identifier for the airport
- In "direct nautical miles", enter the straight-line distance in nautical miles.