

Sample Briefings

These briefings are made to be as simple and uncomplicated as possible. Feel free to tailor to your specific flight

Sample Passenger Brief

1. Safety
 - a. Seatbelts and shoulder harnesses. How to fasten AND unfasten
 - b. How to open and close doors and windows
 - c. When to be quiet, when to speak up
 - d. Look for traffic
 - e. Fire extinguishers
2. Comfort
 - a. How to open and close windows and air vents
 - b. Sick bags (optional)
 - c. Speak up if uncomfortable

Sample Takeoff Briefing

The takeoff briefing has you verbalize and visualize your environment and course of action should it be needed in case of emergency. It should include:

1. What runway you're using and direction of turnout
2. How much runway you need
3. Wind conditions
4. Emergency procedures

Example: "We are taking off on Runway 29 and departing to the south. Runway is 5000' long and based on today's calculations, we need 1,500' to clear any obstacles. We have a slight right crosswind. If the engine fails below 200 AGL, I am going to push the nose down and land straight ahead. If it fails between 200' – 800' AGL, I will turn slightly right and try to land in the fields to the right of the airport."

Sample Approach Brief

1. Runway
2. Wind direction
3. Anything unusual

Example: "I'm landing on Runway 10, we'll have a strong left crosswind. This airport has no taxiway, so I'll need to back taxi."