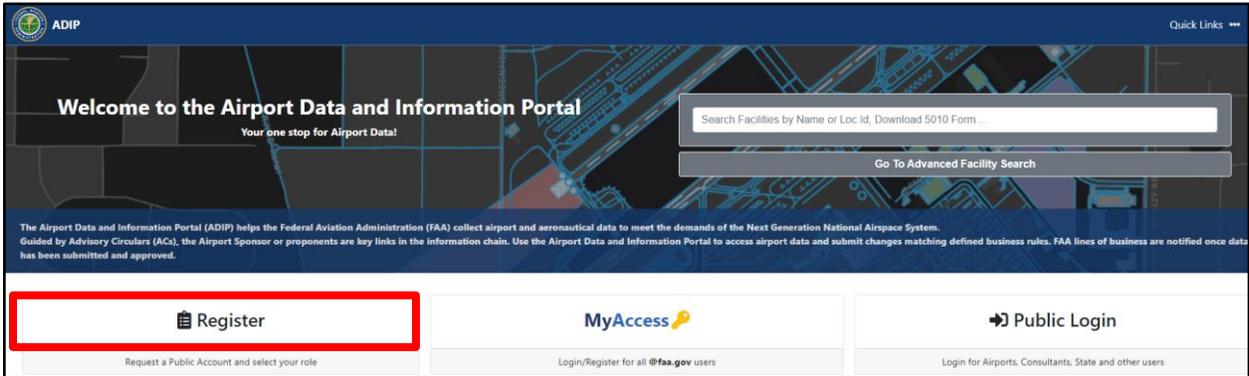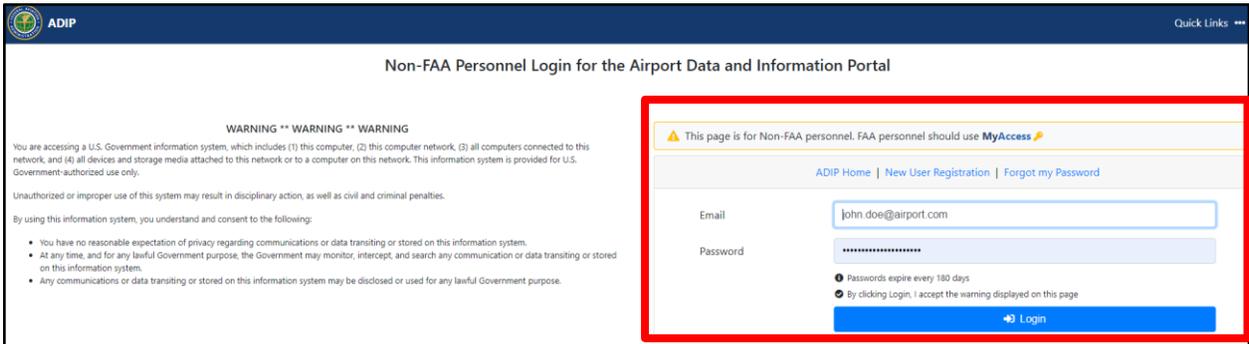# How to Update Airport Data

Brief Instructions for updating airport data is provided below. More detailed steps are available at https://adip.faa.gov/agis/public/data/onlineHelp/pdf/amr/AMR_v5.pdf
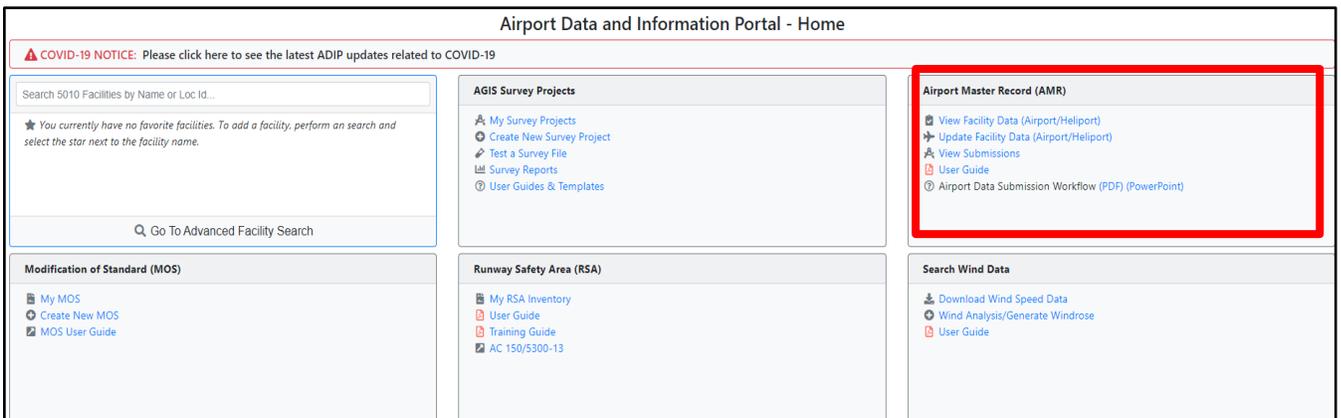
Step-1: Register for an ADIP account if you don't have one (skip this step if you already have an account)

Step-2: Login to your ADIP account in order to update airport data

Step-3: Go to the AMR panel on the portal page as shown below. Then click on "Update Facility Data" (second item) to take you to the project creation page to start the update process.

Step-4: Enter the Airport Id or Airport Name and click on "Start Update" to create Project for your airport.

Step-5: Update the necessary data by going to the "Facility Data" section as shown below. Go to relevant Tabs (*General Information, Runways/Helipads, Services & Facilities, Based Aircraft & Operations and Remarks*). Click on "Save Changes" to save and click on "Submit Changes" to submit the data.

Confirmation: A message will display, and you will also receive an email with all the submitted changes

Please reach out to ADIP Help Desk at 9-ARP-ADIP-Support@faa.gov if you have any questions.