



Your Flight Training Facilities (FTF) Details

Hi All,

Information about your FTF that appears on the HGFA's website, will be drawn from the HGFA database from **Friday the 5th of May**. (Next Friday)

The information currently displayed will become redundant and cannot be utilised.

If you have not filled in details about your FTF, it **will not** appear on the HGFA website.

To check and update your FTF details, simply login to the Member Zone and select the "Instructor/SSO" tab in the left-hand menu. Then at the bottom left of the screen you will see an **orange** button "**Edit Your FTF Record**". Click on this, edit your details and then click the SAVE DETAILS button.

You can add equipment information and view/download copies of SIR, Audit, approvals, SDA's and other relevant documents lodged with your FTF. (Some documents are still being uploaded)

You can also view a list of other instructors linked to your FTF.

If there are instructors not listed or that should not be listed, please let me know asap as this will affect a new on-line TIF application process soon to be implemented.

It will be up to you to keep your FTF information up to date.

From the 5th of May, any changes you make will appear instantly on the HGFA website.

Thank you.

*Brett Coupland,
Operations Manager.*



Hang Gliding Federation of Australia
4/ 60 Keilor Park Drive, Keilor East, Vic 3033

