eSTMP Web Reservation Application User’s Guide

Prepared for:

Prepared by:
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Change Control History

<table>
<thead>
<tr>
<th>Description of Change</th>
<th>Version</th>
<th>Date</th>
<th>Engineer(s)</th>
</tr>
</thead>
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<td>Created</td>
<td>1.0</td>
<td>11/22/2005</td>
<td>R. Pasala</td>
</tr>
<tr>
<td>Edited – Formatting standardized, references to exhibits added, eSTMP functions all grouped into section 5.</td>
<td>1.1</td>
<td>11/28/2005</td>
<td>J. Carroll</td>
</tr>
<tr>
<td>Added STMP Activity Reports section</td>
<td>1.2</td>
<td>12/05/2005</td>
<td>R. Pasala</td>
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1. Purpose

Special Traffic Management Programs (STMPs) are special events attracting thousands of people and aircraft to participating airports. These events have the potential of creating hazardous situations for air traffic controllers who manage this traffic. In order to safely guide aircraft during these events, the FAA Air Traffic Control System Command Center (ATCSCC) requires pilots to make arrival and departure reservations prior to their flights to or from these airports. Currently, pilots can make reservations using a touch-tone telephone to a toll free number: 1-800-875-9755.

To meet the increasing demand for reservations and to allow for more flexibility in the reservation process, ATCSCC unveils the e-STMP Web Reservation Application to complement the current touch-tone reservation system. The eSTMP is available to anyone with an Internet connection and a web browser.

2. Overview

The URL for the e-STMP Web Reservation Application is: http://www.atcscc.tfmi.nas.faa.gov/estmp/index.html

This document provides an overview of the features of the e-STMP Web Reservation application.

Specifically, this document explains:

- System Requirements
- How to navigate the web site
- How to register to use the web site
- How to Log-on to the web site
- How to make an arrival/departure reservation
- How to confirm a reservation
- How to change information on a reservation
- How to cancel a reservation
- How to lookup a reservation
- How to use the help

3. System Requirements

The following is needed to use the e-STMP Web Reservation Application:
1. A web browser
2. Internet connection.

The minimum suggested browser versions are:

- Netscape 6.x or higher.
- Mozilla 1.5 or higher.
- Internet Explorer 5.x or higher.
- AOL 7.0 or higher

**Note:** To use the application, “JavaScript” and “Cookies” must be enabled in the browser.

1. JavaScript enables web pages to interact with the browser, enhancing your online experience. JavaScript is safe and will not access any of your personal files.

2. FAA’s use of “Cookies” at this website allows us to verify that a user has logged in. The FAA respects your privacy and does not share your information with third parties nor do we permanently keep track of private data. Cookies created by the application terminate as soon as you close your browser.

### 4. Site Navigation

The e-STMP Web Reservation Application displays a menu in the left frame at all times to make it easier for the user to access items of interest.

The menu consists of links to:

- Register as a new user
- Log in to use the system
- Manage your Password
- Request a reservation
- Look up a reservation
- Confirm a reservation
- Change information about a reservation (update)
- Cancel a reservation

These functions are described in section 5,
e-STMP Functions.
5. e-STMP Functions

5.1 New User Registration

Users are required to fill out a one-time registration form to use the site. The user will be required to supply the following:

1. Full name
2. E-mail address
3. A personal password
4. Password confirmation
5. Company Name
6. Primary Phone
7. Secondary Phone
8. Address1
9. Address2 (Optional)
10. City
11. State
12. Zip

The E-mail address is automatically converted to upper case. Once the information is successfully added to the database, a confirmation page notifies the user that their registration was successful.
Exhibit 1 – eSTMP Registration Form
A confirmation number will be sent to your e-mail address shortly. The confirmation number is required when you log on to the website for the first time, and is not necessary on subsequent visits.

How quickly you get the confirmation number is dependent on your e-mail service provider.
A confirmation number will be sent to the supplied e-mail address in order to initially log in to the site. Below is a sample e-mailed confirmation letter:

JOHN DOE,

Thank you for your recent registration to the FAA Special Traffic Management Program (e-STMP) and the High Density Traffic Airport (e-CVRS) web application. To activate your e-STMP or e-CVRS account, you will need to provide the confirmation number listed below:

Your confirmation ID is 39139

The confirmation number is required when you log on to the website for the first time and is not necessary on subsequent visits.

You can confirm now for the FAA Special Traffic Management Program (e-STMP) by browsing to:

http://www.fly.faa.gov/estmp/jsp/ConfirmationHandler.jsp?userEmail=JOHN.C.DOE9XY
2.COMsp_arg_values=39139

Or

You can confirm now for the High Density Traffic Airport (e-CVRS) by browsing to:

http://www.fly.faa.gov/ecvrs/jsp/ConfirmationHandler.jsp?userEmail=JOHN.C.DOE9XY
2.COMsp_arg_values=39139

Note: The link above needs to be a single line to work. If your e-mail program does not retain the full link, you can copy the entire URL and paste it in your browser.

You can also access e-STMP or e-CVRS at http://www.fly.faa.gov

Thank you,

e-STMP/e-CVRS Administrator

** Please do not reply to this message. This account is for sending e-mails only. **

Users are encouraged to write down the name and password they used to log in to the site for subsequent visits.
5.2 How to log in to the site

The user login screen is available from the navigation menu; click “Log In” and the User Log-in form (Exhibit 3) is displayed. To take advantage of the features at this site, users are required to log in by supplying the e-mail address and password they used during registration. Users who neglect to log in first will be gently reminded to supply a valid e-mail address in order to enter the site.

![Exhibit 3 – eSTMP Login Form](image)

Users who are logging in for the first time will be given an opportunity to enter the confirmation number that was emailed to the address associated with the user account (Exhibit 4). Subsequent visits to the site do not require this confirmation number. Users who forget their confirmation number can request that it be emailed to them again.
The user then receives confirmation (Exhibit 5) that their e-STMP account was enabled allowing them to access to the site’s features.
Users who have already updated their profile or are logging in for the second or subsequent time will proceed directly to the successful log on page (Exhibit 7). Current users who have not already done so are required to update their profile by filling out the form on the “Update User Profile” page after logging in (this is a one-time occurrence [Exhibit 6]). Current users will be required to supply the following:

1. Company Name
2. Primary Phone
3. Secondary Phone
4. Address1
5. Address2 (Optional)
6. City
7. State
8. Zip
As part of the new FAA requirements, we need additional information about eSTMP users.

Please provide the following information:

- Company
- Primary Phone
- Secondary Phone
- Address 1
- Address 2
- City
- State (e.g., AK)
- Zip

* Required Fields

Exhibit 6 – eSTMP Update User Profile Form
Welcome, John Smith

Please use the menu on the left to access our features.

Exhibit 7 – Successful Logon (Acct. confirmed and Profile Already Updated)

5.3 Password Management

Users may use this link from the navigation menu to change their password. Fill out the Password Management form (Exhibit 8), entering your e-mail address, your current password, and then enter your new password twice. If the Old Password matches the password associated with the E-mail address and the New Password matches the Confirm Password, your password will be changed to the New Password and you will see the Password Update Complete page as shown in Exhibit 9.
Exhibit 8 – Password Management page
5.4 How to make a reservation

The Request Reservation form is available from the navigation menu. All fields except for the “Nearest Time + or –” and the “Alternate Airport” are required to be filled out completely. Here is a description of each of the fields on this form (see Exhibit 10).

1. Select the type of reservation: Arrival Request or Departure Request
2. Select an event in the “STMP Event Name” drop-down list. This list contains only those events for which the system is currently taking reservations.
3. Upon selecting the event, the “Reserving for which Airport” field will display airports that are participating in the event.
4. Select a date from the drop-down list next to Date of Request.
5. Next, either use the “Available time slots” icon ( ) to select one of the available time slots (a list of all time slots appears in a pop-up window; available slots are shown in green) or enter your requested time in 24-hour GMT format (HHMM) in the “Time of Request” field.

6. In the “If Time Of Request Not Available Give Nearest Time + or −” field, select a value from the drop down list. This is to tell the system that if the reservation is not available for the requested time, reserve a slot in the nearest interval selected. The system checks for available slots earlier than the “Time of Request” before looking for available slots later than the “Time of Request”. This is optional.

7. In the "Alternate Airport" field, select an alternate airport. The system will try for a slot at the alternate airport if the primary airport is full. This is optional.

8. Select a value for the "Remain Overnight" radio group. This is mandatory.

9. Under Call Sign, supply your aircraft’s tail number. The first character is required to be an alphabetic character.

10. Supply your originating or destination airport.

11. Provide an aircraft type.
Upon successfully making a reservation, the user will be presented with a screen displaying the reservation information (see Exhibit 11). Users are encouraged to print this page for future reference.
Your reservation number is **ASE173098100**. Write this number down or print this page for future reference. You will need your reservation number if you want to confirm, update or cancel your reservation. Here are the details of your reservation:

- **Reservation Type**: Arrival Reservation
- **Reservation Number**: ASE173098100
- **STMP Event**: 2005-2006 Denver Ski Season Events, Denver, CO
- **Reserved at Airport**: Aspen-Pitkin County (ASE)
- **Reserved Date/Time**: 12/14/2005 17:30Z
- **Origin Airport**: DAL
- **Call Sign**: N12345
- **Aircraft Type**: LEAR
- **Remain Overnight**: Yes

**Important Note(s):**

- **Your reservation is not confirmed!**
  - You are required to confirm your reservation any time during the period beginning 24 hours prior to the requested time and 8 hours prior to the requested time.
  - Failing to do so will result in cancellation of your reservation slot.

**Exhibit 11 – eSTMP Successful Reservation**

If a reservation is not required for the date and hour selected, the system will inform the user of that fact.

If a reservation is not available for the date and hour selected, the system will display two alternate times, one earlier and one later than the requested time. These alternate times represent times nearest to the requested time.
If a reservation slot is available for one or both of these times, a Request This Slot button will be present. If a reservation is not required for one or both of these times, the message “No Reservation Required” will appear instead.

5.5 How to confirm a reservation

As part of the new FAA guidelines, users are required to confirm a reservation at some point between 24 hours and 8 hours prior to the reservation’s “Reserved Date/Time” (which is the arrival/departure slot time that was granted to you and is shown on the Successful Reservation page [Exhibit 11]). Reservations that are not confirmed by the time that 8 hours prior to the reservation’s “Reserved Date/Time” arrives will automatically be canceled and their slots will be made available. The Confirm Reservation form (Exhibit 13) is available from the navigation menu.
To confirm a reservation:
   1. Provide the reservation number;
   2. Select the event from the drop down list;
   3. Type in the aircraft call sign for which the reservation was made;
   4. Enter the “Aircraft Type”;
   5. Enter the “Contact Phone No”.

Exhibit 13 – eSTMP Confirm Reservation Form

Upon submitting the confirmation form, the user is presented with a screen that displays his/her reservation information.

The following exhibit shows an unsuccessful confirmation (attempted before 24 hours of the request time):
The following exhibit shows a successful confirmation, performed between 24 hours prior and 8 hours prior to the requested time.
**Exhibit 15 – eSTMP Successful Confirmation**

5.6 **How to update a reservation**

**Update Reservation**

The Update Reservation form (Exhibit 16) is available from the navigation menu. A user can only change the Aircraft Type, tail number, and the airport of the non-event airport.

To change or update a reservation, the following information is required:

1. The reservation number;
2. The Event name;
3. The original aircraft call sign.
New information to be supplied includes the following:

1. Remain overnight selection.
2. The new origin or destination airport.
3. The new aircraft call sign.
4. The new aircraft type.

Exhibit 16 - eSTMP Update Reservation Form

Upon successfully updating your reservation, the system will display your updated information (Exhibit 17).
5.7 How to cancel a reservation

The Cancel Reservation form is available from the navigation menu (see Exhibit 18). In order to cancel a reservation, the following fields are required:

1. The reservation number;
2. The STMP Event which is chosen from the drop down list;
3. The aircraft call sign for which the reservation was made.
Upon successfully canceling a reservation, the system will display your canceled reservation (Exhibit 19).
5.8 How to lookup a reservation

The Lookup Reservation form is available from the navigation menu (see Exhibit 20). By using this feature, users can get complete details of a reservation including request time, other airport, remain overnight etc.

To lookup a reservation:
1. Enter the reservation number;
2. Select the event from the drop down list;
3. Type in the aircraft call sign for which the reservation was made.
Exhibit 20 – eSTMP Lookup Reservation Form

Upon successfully looking up a reservation, the system will display the reservation information (Exhibit 21).
Exhibit 21 – eSTMP Reservation Lookup Information

6. How to access on-line help

The help link is available by clicking on the Question Mark icon in the right-hand frame of just about any e-STMP page.
7. STMP Activity Reports

These reports are available only on the ATCSCC Intranet. All reports under this section are password protected. Command center operators and STMP administrators who want to access these reports should get user name/password from ARO position in the ATCSCC Command Center.

The URL is:  http://www.atcscc.tfmi.nas.faa.gov/estmp/

7.1 How to get hourly reservations report:

Reservations By Hour

This link is available from the navigation menu. By using this feature, users can get reservation report, including tail number, aircraft type, reservation time, other airport, reservation number etc. for current hour, previous hour and the next hour. This report refreshes every minute.

To get this report, users should enter the following information (see Exhibit 22):

1. Select the “Stmp Event Name” from the dropdown list.
2. Select the corresponding “Stmp Airport” from the dropdown list.

Exhibit 22 – STMP Reports – Reservations By Hour Form
Upon submitting the form, the system will display the hourly reservation report (See Exhibit 23).

(Note: This page will refresh every minute. Last updated Mon, 05 Dec 2005 19:34:22 GMT)

<table>
<thead>
<tr>
<th>Record #</th>
<th>TAIL #</th>
<th>AIRCRAFT TYPE</th>
<th>OTHER AIRPORT</th>
<th>RES TIME</th>
<th>RESERVATION #</th>
<th>RESERVATION TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLOT HOUR 18:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>R1800</td>
<td>LEAR</td>
<td>IAD</td>
<td>18:00</td>
<td>AGS180032509C</td>
<td>Arrival</td>
</tr>
<tr>
<td>SLOT HOUR 19:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>N1234</td>
<td>LEAR</td>
<td>IAD</td>
<td>19:45</td>
<td>AGS194502522C</td>
<td>Arrival</td>
</tr>
<tr>
<td>SLOT HOUR 20:00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>EJ1235</td>
<td>CESSNA</td>
<td>JFK</td>
<td>20:10</td>
<td>AGS201092525C</td>
<td>Arrival</td>
</tr>
</tbody>
</table>

Exhibit 23 – STMP Reports – Reservations by Hour

7.2 How to get daily reservations report:

The “Reservations By Day” link is available from the navigation menu. By using this feature, users can get reservations details, including tail number, aircraft type, reservation time, other airport, reservation number etc. for the selected day. This report refreshes every minute.

To get this report, users should enter the following information (see Exhibit 24):

1. Select the “Stmp Event Name” from the dropdown list.
2. Select the corresponding “Stmp Airport” from the dropdown list.
3. Select the “Date Of Request” from the dropdown list.
Exhibit 24 – STMP Reports – Reservations By Day Form

Upon submitting the form, the system will display the reservation report for a selected STMP, facility and date of request. (See Exhibit 25).

<table>
<thead>
<tr>
<th>Record #</th>
<th>TAIL #</th>
<th>AIRCRAFT TYPE</th>
<th>OTHER AIRPORT</th>
<th>RES TIME</th>
<th>RESERVATION #</th>
<th>RESERVATION TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>R1445</td>
<td>LEAR</td>
<td>IAD</td>
<td>12/05/2005 14:45</td>
<td>AGS144592511C</td>
<td>Arrival</td>
</tr>
<tr>
<td>2</td>
<td>R1800</td>
<td>LEAR</td>
<td>IAD</td>
<td>12/05/2005 18:00</td>
<td>AGS180092509C</td>
<td>Arrival</td>
</tr>
<tr>
<td>3</td>
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<td>IAD</td>
<td>12/05/2005 19:45</td>
<td>AGS194592522C</td>
<td>Arrival</td>
</tr>
<tr>
<td>4</td>
<td>EJ1235</td>
<td>CESSNA</td>
<td>JFK</td>
<td>12/05/2005 20:10</td>
<td>AGS201092525C</td>
<td>Arrival</td>
</tr>
</tbody>
</table>

Exhibit 25 – STMP Reports – Reservations by Day
7.3 How to get reservation summary report:

The “Reservations Summary” link is available from the navigation menu. By using this feature, users can get list of reservations containing details like tail number, aircraft type, reservation time, other airport, reservation type etc. for the selected day.

To get this report, users should enter the following information (see Exhibit 26):

1. Select one of the “Type of Report” radio buttons (Successful or Failed)
2. Select the “Stmp Event Name” from the dropdown list.
3. Select the corresponding “Stmp Airport” from the dropdown list.
4. Select the “Date Of Request” from the dropdown list.
Upon submitting the form, the system will display the successful or failed reservations details for a selected STMP, facility and request date (See Exhibit 27).

Note: The report shows only reservations made on or before: 12/04/2005. Report retrieved on: Mon, 05 Dec 2005 22:26:30 GMT

### Successful Reservations For Jefftest_11_22 (AGS) on 12/05/2005

<table>
<thead>
<tr>
<th>#</th>
<th>TAIL #</th>
<th>AIRCRAFT TYPE</th>
<th>RES TYPE</th>
<th>FROM/TO AIRPORT</th>
<th>TIME ORIGINAL REQ</th>
<th>RESERVATION TIME</th>
<th>DELTA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>EJ1235</td>
<td>CESSNA</td>
<td>Arrival</td>
<td>JFK</td>
<td>2010Z</td>
<td>2010Z</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td>G12345</td>
<td>LEAR</td>
<td>Arrival</td>
<td>SAN</td>
<td>2015Z</td>
<td>2015Z</td>
<td>0</td>
</tr>
<tr>
<td>3</td>
<td>N1234</td>
<td>LEAR</td>
<td>Arrival</td>
<td>IAD</td>
<td>1945Z</td>
<td>1945Z</td>
<td>0</td>
</tr>
<tr>
<td>4</td>
<td>R1445</td>
<td>LEAR</td>
<td>Arrival</td>
<td>IAD</td>
<td>1445Z</td>
<td>1445Z</td>
<td>0</td>
</tr>
<tr>
<td>5</td>
<td>R1800</td>
<td>LEAR</td>
<td>Arrival</td>
<td>IAD</td>
<td>1800Z</td>
<td>1800Z</td>
<td>0</td>
</tr>
</tbody>
</table>
7.4 How to get session details based on transaction date:

Details By Trans. Date

The “Details by Transaction Date” link is available from the navigation menu. By using this feature, users can get details of transactions, like Session time, tail number, request type, facility etc., for a selected transaction date.

To get this report, users should enter the following information (see Exhibit 28):

1. Select the “Stmp Event Name” from the dropdown list.
2. Select the “Transaction Date” from the dropdown list.

Exhibit 28 – STMP Reports – Details by Transaction Date Form
Upon successful transaction, the system will display the session details for a selected transaction date (See Exhibit 29).

(legend: * indicates no alternate time available. Report retrieved at: Tue, 06 Dec 2005 14:01:43 GMT)

Exhibit 29 – STMP Reports – Details by Transaction Date

<table>
<thead>
<tr>
<th>SESSION HH/MM/SS</th>
<th>TAIL #</th>
<th>REQUEST TYPE</th>
<th>REQUESTED DATE</th>
<th>RES TYPE</th>
<th>FACILITY</th>
<th>TIME REQ</th>
<th>REG STATUS</th>
<th>AIRCRAFT TYPE</th>
<th>From/To AIRPORT</th>
<th>NEW VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>14:26:46Z</td>
<td></td>
<td>Confirm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:27:06Z</td>
<td>R1500</td>
<td>Reservation</td>
<td>12/06/2005</td>
<td>Arrival</td>
<td>AGS</td>
<td>1500Z</td>
<td>ALTERNATE TIME 1206/2005 1500Z &amp; *</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>14:27:06Z</td>
<td></td>
<td>Confirm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:29:50Z</td>
<td>R1500</td>
<td>Lookup</td>
<td>12/09/2005</td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:30:02Z</td>
<td>R1500</td>
<td>Confirm</td>
<td>12/09/2005</td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:30:30Z</td>
<td>R1500</td>
<td>Confirm</td>
<td>12/09/2005</td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:30:38Z</td>
<td>R1500</td>
<td>Confirm</td>
<td>12/09/2005</td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:33:05Z</td>
<td>R1500</td>
<td>Lookup</td>
<td>12/09/2005</td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
<tr>
<td>14:33:05Z</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>AGS</td>
<td>1500Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td></td>
<td>--</td>
</tr>
</tbody>
</table>

Exhibit 29 – STMP Reports – Details by Transaction Date

7.5 How to get session details based on reservation date:

**Details By Res. Date**

The “Details by Reservation Date” link is available from the navigation menu. By using this feature, users can get details of transactions, like Session time, tail number, request type, facility etc., for a selected request date.

To get this report, users should enter the following information (see Exhibit 30):

1. Select the **Stmp Event Name** from the dropdown list.
2. Select the **Date Of Request** from the dropdown list.
Exhibit 30 – STMP Reports – Details by Reservation Date Form

Upon submission of the form, the system will display the session details for a given reservation date (See Exhibit 31).
### Details of JeffTest_11_22 Reservations for 12/05/2005

<table>
<thead>
<tr>
<th>SESSION HH:MM:SS</th>
<th>TRANSACTION DATE</th>
<th>TAIL #</th>
<th>REQUEST TYPE</th>
<th>RES TYPE</th>
<th>FACILITY</th>
<th>TIME REQ</th>
<th>REQ STATUS</th>
<th>AIRCRAFT TYPE</th>
<th>FromTo AIRPORT</th>
<th>NEW VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>14:28.46Z</td>
<td>12/05/2005</td>
<td>R1800</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AGS</td>
<td>1800Z</td>
<td>ALTERNATE TIME</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>14:39.36Z</td>
<td>12/05/2005</td>
<td>R1445</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AGS</td>
<td>1445Z</td>
<td>ALTERNATE TIME</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>16:54:03Z</td>
<td>12/05/2005</td>
<td>R1800</td>
<td>Confirm</td>
<td>--</td>
<td>AGS</td>
<td>18:00Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>16:55:48Z</td>
<td>12/05/2005</td>
<td>R1800</td>
<td>Confirm</td>
<td>--</td>
<td>AGS</td>
<td>18:00Z</td>
<td>SUCCESSFUL</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>19:35:05Z</td>
<td>12/05/2005</td>
<td>N1234</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AGS</td>
<td>1945Z</td>
<td>ALTERNATE TIME</td>
<td>LEAR</td>
<td>IAD</td>
<td>--</td>
</tr>
<tr>
<td>19:36:46Z</td>
<td>12/05/2005</td>
<td>EJ1235</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AGS</td>
<td>2010Z</td>
<td>ALTERNATE TIME</td>
<td>CESSNA</td>
<td>JFK</td>
<td>--</td>
</tr>
<tr>
<td>20:13:03Z</td>
<td>12/05/2005</td>
<td>G1234</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AGS</td>
<td>2015Z</td>
<td>ALTERNATE TIME</td>
<td>LEAR</td>
<td>SAN</td>
<td>--</td>
</tr>
<tr>
<td>19:35:48Z</td>
<td>12/05/2005</td>
<td>EJ1234</td>
<td>Reservation</td>
<td>Arrival</td>
<td>AIK</td>
<td>2010Z</td>
<td>ALTERNATE TIME</td>
<td>CESSNA</td>
<td>JFK</td>
<td>--</td>
</tr>
</tbody>
</table>

No Records Found For Facility: LBX

No Records Found For Facility: OTHER

Total number of records in this report: 8.

---

**Exhibit 31 – STMP Reports – Details by Reservation Date**
7.6 How to get reservation report based on reservation number:

The “Details by Reservation Number” link is available from the navigation menu. By using this feature, users can get reservation details like, Session time, transaction date, tail number, reservation type, facility etc for a particular reservation number.

To get this report, users should enter the following information (see Exhibit 32):

1. Select the “Stmp Event Name” from the dropdown list.
2. Enter the “Reservation Number”. The new format of the reservation number is: **AGS144592511C**

---

**Exhibit 32 – STMP Reports – Details by Reservation Number Form**
Upon submission of the form, the system will display the details of transactions for a given reservation number (See Exhibit 33).

### Exhibit 33 – STMP Reports – Details by Reservation Number

#### 7.7 How to get reservation report based on call sign:

**Details By Call Sign**

The “Details by Call Sign” link is available from the navigation menu. By using this feature, users can get details like, reservation number, reservation type, facility, aircraft type, reservation time and contact number for a given call sign.

To get this report, users should enter the following information (see Exhibit 34):

1. Select the “Stmp Event Name” from the dropdown list.
2. Enter the “Call Sign”. This could be a complete call sign or the first letter (wild card).
Upon submission of the form, the system will display the reservation report for a given call sign (See Exhibit 35).

(Note: This page will refresh every minute. Last updated Mon, 05 Dec 2005 21:14:59 GMT)

<table>
<thead>
<tr>
<th>Record #</th>
<th>Reservation #</th>
<th>Call Sign</th>
<th>Res. Type</th>
<th>Aircraft Type</th>
<th>Stmp Airport</th>
<th>Other Airport</th>
<th>Res. Time</th>
<th>Contact Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AGS144592511C R1445</td>
<td>Arrival</td>
<td>LEAR</td>
<td>AGS</td>
<td>IAD</td>
<td>12/05/2005 14:45</td>
<td>--</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>AGS150092510C R1500</td>
<td>Arrival</td>
<td>LEAR</td>
<td>AGS</td>
<td>JFK</td>
<td>12/06/2005 15:00</td>
<td>703-481-2630</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>AGS180092509C R1800</td>
<td>Arrival</td>
<td>LEAR</td>
<td>AGS</td>
<td>IAD</td>
<td>12/05/2005 18:00</td>
<td>703-925-2132</td>
<td></td>
</tr>
</tbody>
</table>