IOWA DOT
Form 300038 (08-15)

Office of Aviation
Aircraft Registration
800 Lincoln Way
Ames, IA 50010
(515) 239-1691

AIRCRAFT REGISTRATION APPLICATION

E-mail: aircraftregistration@iowadot.us
Web Page: iowadot.gov/aviation

Print Form

For Dept. Use Only	
Check #: _____	Amt: _____
Date: _____	By: _____
NTR: _____	

Name of Owner(s): _____

Street Address: _____

City: _____ State: _____ ZIP Code: _____ County: _____

Contact Person: _____ Home Phone No.: _____

e-Mail Address: _____ Work Phone No.: _____

Serial #: _____ "N" #: _____

Make: _____ Model: _____

Year of Mfg: _____ Purchase Price: _____

Manufacturer's List Price: _____

Base Airport Identifier: _____

Status (check one) ☐ Airworthy ☐ Unairworthy *(a signed explanation of unairworthy status **must** accompany this application.)*

Type of Aircraft (check one) ☐ Single-Engine ☐ Multi-Engine ☐ Helicopter ☐ Glider

Primary Use of Aircraft (check one) ☐ Personal ☐ Business ☐ Fixed Base Operator (FBO) ☐ Medical Helicopter ☐ Scheduled Airline

Fuel Type (check one) ☐ Avgas ☐ Jet ☐ Mogas *(Auto)* ☐ No Fuel

Date of purchase: _____ *or*
Date brought into Iowa: _____ *or*
Date aircraft became airworthy: _____

Seller's Name: _____
Seller's Address: _____

Use Tax: ☐ Tax Enclosed
☐ Exempt. *Evidence of use tax exemption must accompany this application.

I certify under penatly of perjury that the foregoing is true and correct.:

_____ Date
_____ Signature in Ink

Back Fees: _____
*Penalty: _____
*Registration Fee: _____
*Use Tax: _____
TOTAL DUE: _____

***PLEASE SEE PAGE TWO FOR APPLICATION INSTRUCTIONS**

Aircraft Registration Application Instructions:

Complete information on aircraft registration requirements in Iowa is available at **www.iowadot.gov/aviation** (Aircraft Registration).

When an aircraft other than a new aircraft is registered in Iowa, the registration fee shall be based upon the number of years the aircraft was previously registered. The model year of the aircraft shall be used to determine the number of times the aircraft was previously registered, and a reduction of the registration fee shall be computed accordingly.

1) Please complete the application in full.

2) The fees are determined by the aircraft's use:

a) Aircraft used for business, the following schedule applies:

b) Aircraft less than 30 years old and used for personal use only, the following schedule applies:

(rounded to the nearest whole dollar with a minimum registration fee of $35).

Manufacturers list price x 1% = 1st years fee
Manufacturers list price x .75% = 2nd years fee
Manufacturers list price x .50% = 3rd years fee
Manufacturers list price x .25% = 4th year and older.

An aircraft shall not be registered for a fee of less than thirty-five dollars or more than five thousand dollars.

c) Aircraft which is 30 years old or older and is for personal use only - $35.
d) A helicopter used exclusively as an air ambulance service - $1,000.
e) Fixed base operator providing general public service under agreement with the governing body of a publically-owned, public-use airport - $100.
f) Scheduled airline used for interstate operation - $100.

3) For an aircraft which has been assembled (home built) and no established manufacturer's list price exists, the cost of the aircraft kit and any additional parts or components shall be totaled and used as the manufacturer's list price in determining the registration fee. Use tax is due on the aircraft kit and additional parts or components if sales tax was not paid at the time of purchase.

4) Unairworthy aircraft are required to be registered but are exempt from the annual registration fee until the aircraft becomes airworthy.

Transfer of Ownership within Iowa:

A purchaser of an aircraft shall provide the notice of Transfer of Ownership and the Aircraft Registration Application fully completed to the department within 30 days of purchase date. If current, registration fees shall transfer to the purchaser of the aircraft. The Notice of Transfer of Ownership must be submitted within 30 days from the date of purchase to avoid a $5 transfer penalty. (See use tax below.) Any delinquent registration fees and penalties must be paid at the time of transfer.

Penalty:

A monthly penalty of 5% of the registration fees will begin to accrue on the first day of the month following 30 days from the date of purchase or date the aircraft was brought into Iowa.

Use Tax:

A 6% use tax on the purchase price of an aircraft must be paid when the aircraft is registered. Payment should be sent with the Application for Aircraft Registration, along with a copy of a bill of sale, and fees for annual registration. Purchase price is the total consideration including cash, credit, property and services for which an aircraft is sold. Applications claiming use tax exemption must include evidence of exemption. Questions regarding use tax exemption should be directed to the Iowa Department of Revenue at 515-281-3114.

PLEASE RETURN COMPLETED APPLICATION ALONG WITH A CHECK PAYABLE TO THE IOWA DEPARTMENT OF TRANSPORTATION AT THE ADDRESS ON THE FRONT OF THE APPLICATION.