Idaho Aircraft Registration FAQ's

Idaho Division of Aeronautics is regulated by Title 21-114 and IDAPA 39.04.05.

1. **Does Idaho charge an aircraft registration fee?**
   Yes. Aeronautics receives funding from two sources: aviation fuel tax and aircraft registrations. This funding enables our department to maintain 31 backcountry airstrips, provide grants for airport upgrades, support the search and rescue program and provide funding for educational programs.

2. **What are the aircraft registration fees?**
   - Three cents (3¢) per pound of the manufacturer’s certified maximum gross weight authorized in the aircraft specification or type certificate data sheet of said aircraft issued by the federal aviation administration. In the case that your aircraft does not have a manufacturer’s certified maximum gross weight, please use maximum takeoff weight as indicated in your Pilot’s Operating Handbook.
   - In no case will the fee be less than twenty dollars ($20) on one aircraft.
   - In no case will the fee exceed six hundred dollars ($600) on one aircraft.
   - Aircraft registration is in lieu of personal property taxes.
   - We do not register UAS/Drones at this time.

3. **What forms of payment do you accept?**
   We accept the following:
   - Cash, check or credit card presented over the counter or via US postal service,
   - Credit card over the phone, or
   - Credit card on-line through the automated payment system.

   **We cannot accept** credit card payments on any forms or through email.

4. **When are my aircraft registration fee’s Due?**
   Due by December 31st each calendar year for the upcoming registration year.

5. **Who has to register their aircraft?**
   According to Title 21-114: "Every aircraft operating within this state shall be registered with the department prior to or during each annual registration year (January 1 to December 31) in which the aircraft is operated within the state.”

6. **What happens if I choose NOT to register my aircraft with the state each year?**
   The aircraft registration fee is in lieu of personal property taxes. Per Title 21-114, an unairworthy aircraft OR aircraft that does not reside in Idaho for 90 consecutive days during the year is not required to be registered but may, at the owner’s discretion, be registered in lieu of personal property taxes. Idaho Code 39.04.05 requires a list of all aircraft not registered annually (to include unairworthy aircraft) are automatically submitted to the local county tax assessor offices for assessment of personal property taxes each year. Once this list is sent on the first Monday in November, the aircraft can no longer be registered for that year.

7. **What is "Maximum Certified Gross Weight"?**
   Each manufacturer, through testing and certification, determines the maximum certified gross weight of the aircraft. Some lighter aircraft could have a maximum takeoff weight instead of manufacturer’s certified maximum gross weight. This information can be found in your Pilot’s Operating Handbook.

   Both terms refer to an aircraft that is fully equipped and serviced for operation, including the weight of the crew, passengers, fuel, personal equipment, and load. This includes any light sport aircraft, ultralights, gliders, kit built, trike aircraft and hot air balloon envelope, basket, burner, pilot and passengers, etc.

8. **What about credentials and decals?**
   Once payment is processed, you will be issued an aircraft credential along with a corresponding decal. **Decals are to be placed on the left side of the aircrafts’ Vertical Stabilizer or a window nearest to the rear of your aircraft and visible from the outside of your aircraft according to Idaho statute Title 21-114. Registration certificates shall be kept in the aircraft at all times.**

9. **How do I make changes to my aircraft or personal information?**
   Any changes to your aircraft or contact information should be reported using the yellow **Aircraft Registration Status Change** form that is included with your annual renewal notice. This form is also available on our website in the Aircraft & Dealer Registration tab. It is the aircraft owners’ responsibility to ensure that the Idaho Division of Aeronautics has their accurate information.
10. What do I do if I sold my airplane?
   - Complete the yellow Aircraft Registration Status Change form
   - Copy of FAA Bill of Sale
   - Be sure to include the buyers contact information (phone, email, etc.)
   - Remove YOUR sticker from the aircraft - Registration Certificates and Decals are not transferable.

11. What if I buy a plane or import one into Idaho?
   - Complete the Idaho Aircraft Registration Application form to register your aircraft
   - Copy of FAA Bill of Sale (if possible)
   - Registration Certificates and Decals are not transferable. If the seller left their sticker on the plane, it is null and void upon sale of the plane.

12. Why do I continue to receive renewal notifications when I have reported that my plane was completely destroyed?
    We receive notifications from the FAA regarding aircraft that are registered with an Idaho address. We use this information to distribute aircraft registration renewals. If the FAA does not have the most up-to-date information for you or your plane, our system will reflect that. You are required to report the status of your plane each year. If you wish to stop receiving notices, you can deregister the plane with the FAA, removing it from the list and that would remove it from our list.

13. Why do I continue to receive renewal notices with all of my planes operating outside of the state?
    If your airplane is registered through the FAA to an address in Idaho, you will receive a notice and be required to complete the Aircraft Registration Status Change form to indicate the actual status of your aircraft each year.

14. I’ve paid Sales Tax on my aircraft, why do I have to register or pay a property tax?
    Sales tax on an Aircraft is not the same as an Aircraft Registration fee. These are separate departments and revenues within the state and are not related.

    If you do not pay your annual aircraft registration fees, your information will be automatically sent to the County Assessor’s Office in the county in which you reside. Under their discretion, they may assess personal property tax based on your county and the value of your aircraft, which they will determine. Once this process is kicked off in our system, the Division of Aeronautics cannot retract or accept any payments for that registration year.

15. Why do you want the 406 MHz ELT hex code?
    As required by law, pilots with a 406 MHz ELT must also register their ELT to allow an expeditious identification of a false alert. As the agency responsible for Search and Rescue in the state, Aeronautics STRONGLY encourages all pilots to upgrade to the 406 MHz ELT. It is equally as important to ensure the unit is registered!

    Any year aircraft can be retro fitted and equipped. If installed and registered properly, the use of this ELT can save time and money by shortening the time needed to find the aircraft and reducing the need to conduct a full search. Also, the 406 MHz ELT’s set off an audible alarm. If accidentally tripped, you can hear it and shut it off prior to a Search and Rescue procedure taking place.

16. Where do I find my 406 MHz ELT hex code?
    To find your existing 406 MHz HEX CODE number, the ELT locater is typically behind the rear bulkhead section of the aircraft, and consist of 15 digits. The last five digits will always be: F F B F F. The code is in the locater/ELT itself.

17. What do I do with the airplane if my spouse passes away?
    If the aircraft is still in your legal possession and it is airworthy, then it must be registered. With a quick phone call, or submission of the Aircraft Registration Status Change form, we can change the name on the aircraft to reflect a new owner, trustee or estate name.

    If the aircraft is destroyed, the FAA needs to be notified, as well as the Division of Aeronautics. Regardless of the condition of the plane, please know that if you decide to keep the N number, you will continue to receive notifications from us annually and, if not registered, will be submitted to the appropriate county assessor for possible assessment of personal property taxes. See 6 above.

18. What do I do if I inherit an airplane?
    If you intend to keep the airplane, it must be registered. You will need to change all of the information with the FAA and register the aircraft in your name with us. Upon annual registration, you will pay the annual registration fee.
19. **Is my plane exempt from personal property tax under statute 63-302?**
   Idaho Taxation Statute 63-602 states that the $100,000 personal property tax exemption does not apply to aircraft, motor vehicles, or recreational vehicles.

**DEALERS & MANUFACTURERS:**
   Airplanes held by a Dealer may ONLY be flown for sales demonstration, ferry to sell, or testing purposes! If you fly the plane for anything other than this, it must be registered.

20. **What is an Aircraft Dealer?**
   Per Idaho Code 21.114: Any person carrying on or conduct the business of buying, selling, or dealing in aircraft.

21. **What is the cost of Dealer Registration?**
   The fee to be paid by a manufacturer or dealer in aircraft shall be forty dollars ($40.00) for the Dealer registration certificate and one dollar ($1.00) for each identifying decal issued to such manufacturer or dealer.

22. **What about Dealer credentials and decals?**
   A registration certificate will be issued. You can purchase any number of decals. If you have multiple airplanes for sale and more than one at a time will be flown for sales demonstration purposes, you need one decal for each plane that is flying. The registration certificate shall be kept at the main office of the manufacturer or dealer. The identifying decal must be carried for all sales demonstration flights and can be placed upon the left side of the aircraft upon a window nearest to the rear of the aircraft. The decal can be transferred from one aircraft to another and does not have to be affixed to the airplane. Dealer decals are not transferrable when the aircraft is sold.

23. **Why do I have to report my Dealer inventory?**
   By reporting your inventory, you are letting us know what airplanes you hold for sale. Those aircraft held as dealer inventory are not required to pay the annual registration fee until they are purchased. The Dealer should make Idaho buyers aware of the fact that there is an aircraft registration fee due upon purchase of the plane. Reporting your inventory also helps us keep the list of aircraft going to the County Assessors clean as dealer inventory is not sent to the assessor. The Dealer registration and inventory form can be found on the website (itd.idaho.gov/aero) under the Aircraft & Dealer Registration tab.

24. **What if my dealership expires?**
   Upon expiration of the dealership registration, ALL aircraft in the possession of the dealership must be registered with the state immediately at the current fee rate. If the dealership is not the owner of the aircraft, the owner is liable for the registration of the airplane. If the registration fee is not paid, they will be included on the list to the County Assessor.

   The Division of Aeronautics receives FAA aircraft registration records. These records do not differentiate between an individual and a business. For this reason, you WILL receive a notice from our office each time these FAA Records are pulled. Simply complete the yellow Aircraft Registration Status Change form to let us know the status of the plane.

25. **How do I report a sold airplane or change in my Dealer inventory?**
   Complete the Aircraft Registration Status Change form as needed throughout the registration year. If you sell a plane, we need the new owner’s information in order to change it in our system. If the new owner is located outside of Idaho, please indicate this on the Aircraft Registration Status Change form. Forms can be found at itd.idaho.gov/aero on the Aircraft & Dealer Registration tab.

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