



## INSTRUCTIONS FOR COMPLETING BOE-570-1

Use a separate 570-1 for each airport within each county where your aircraft had activity. Add the total time calculated on this form to BOE 570-2 in order to calculate the allocation factor for each sub-fleet at each airport.

- Column A.** List each aircraft sub-fleet type that had activity at this airport during the prior calendar year.
- Column B.** For each aircraft sub-fleet type, list each route pair that the sub-fleet completed. For example JF K/LAX, LAX/DFW, LAX/SMF, SMF/LAX, BUR/SFO, SFO/BUR.
- Column C.** Report the total number of times the route pair reported in Column B occurred during the prior calendar year.
- Column D.** Find and report the BOE Flight Time associated with the route pair reported in column B within the list published in the latest "Letter to Assessors".
- Column E.** Multiply the number of flights in column C by the associated flight time in Column D, subtotal the CA flight time by sub-fleet type.
- Column F.** Report the total ground time for each sub-fleet type at this airport.
- Column G.** Add the CA Flight Time calculated in column E by sub-fleet type to the ground time reported in Column F to obtain the total time for the sub-fleet type at this airport.

**THIS IS A  
SAMPLE!  
DO NOT  
USE!**

