



## **MEMORANDUM for RECORD**

**Ralph E. Hicks**  
**Senior Air Safety Investigator**  
**Eastern Region Aviation**

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**Date: November 28, 2017**  
**NTSB Accident Number: ERA17LA070 – Ormond Beach, FL**  
**Pilot's Failure to Submit NTSB Form 6120.1**

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- On December 22, 2016, a NTSB Form 6120.1 was emailed to Mr. Dale Fish with a cover letter providing instructions for completion and submission of the form. The email address was confirmed as usable by the FAA coordinator. No response was received from Mr. Fish.
- On March 14, 2017, Mr. Fish was interviewed by the NTSB IIC. Mr. Fish reported that he never received the NTSB form through email. I discussed with Mr. Fish the requirement to complete the form, informed him that the form was available through [www.ntsbt.gov](http://www.ntsbt.gov), and mailed him a hard copy of the form the same day.
- As of this writing, the NTSB Form 6120 was never received by the NTSB IIC.