

**Brazos Pilots Association**  
**PO Box 2246**  
**Freeport, TX 77542**  
**979-233-1120 / 979-233-7071 (Fax)**

*Guidelines to Request Waiver for Variance of  
Basic Operating Procedures  
Port Freeport, TX*

1. Request for variance must be first submitted to Port Freeport via fax and cc'ing Brazos Pilots Association
2. Brazos Pilots will respond in writing to Port Freeport via fax and cc'ing the Agent either approval with outlined conditions or declining.
3. Port Freeport will respond to the agent with final approval or declining of the request and cc'ing Brazos Pilots Association.
4. All requests should be submitted during normal business hours & preferably with 24 hour notice or more to allow appropriate time to respond.

Various sample Request for Waiver letters are attached for your convenience.

Revised 04/09; 12/08; 11/08; 03/08