



**TO:** Distributors, Dealers, Service Centers and FBO's

**FROM:** Customer Service

**SUBJECT:** To simplify and clarify the procedures for sending service information to interested personnel, Mooney Aircraft, Inc. is changing the title and numbering of the service publications. Three categories will replace the four previous publications. These are:

1. Service Bulletins (New) – Will concern aircraft design changes, mandatory or optional. Will replace the old "Service Letter" (20-1 through 20-137).
2. Service Instruction (New) – Will concern aircraft maintenance, mandatory or optional. Will replace both the old "Service Instruction (1 through 13) and the old "Service Bulletins" (1 through 8).
3. Operation and Service Tips – numerically by year of issue. (65-1; 65-2; 66-1) Basically the same as the old "Operation and Service Tips" – will be owner/pilot oriented information necessary for safe operation of the aircraft. May be of a mandatory or optional nature.

To standardize the terminology and numbering for future communication and reprinting purposes, it will be necessary to renumber the old Service Letters, Instructions, and Bulletins as shown on the chart. The new designation and numbering system must be used when communicating with the factory in the future.

Note that the new Service Bulletin and Service Instruction numbers are preceded by M20. This indicates the M20 series aircraft (M20, M20A, M20B, M20C, M20D, M20E, etc.). The new series aircraft will carry new prefix when applicable (M22, MU-2, etc.).

Service Bulletins and Service Instructions will be printed on red bordered paper when compliance is mandatory, plain paper when compliance is optional or non-mandatory. Operation and Service Tips will be printed on green paper. Model applicability will be indicated within the text of the "Tips" information for ready identification and reference.

OLD

NEW

OLD DESIGNATION	OLD NUMBER	NEW ASSIGNED NUMBER	NEW DESIGNATION	REMARKS
SERVICE LETTER	<p>20-1</p> <p>t h r u</p> <p>20-137</p>	<p>M20-1</p> <p>t h r u</p> <p>M20-137</p> <p>M20-138</p> <p>↓</p> <p>And on</p>	SERVICE BULLETIN	Future Service Bulletins (M20-138 & on) will concern changes to physical aircraft <u>design</u> only.
SERVICE INSTRUCTION	<p>1</p> <p>t h r u</p> <p>13</p>	<p>M20-1</p> <p>t h r u</p> <p>M20-13</p> <p>M20-14</p> <p>M20-15</p>	SERVICE INSTRUCTIONS	Future Service Instructions (M20-24 and on) will concern aircraft <u>main-tenance</u> only.
SERVICE BULLETIN	<p>1</p> <p>t h r u</p> <p>8</p>	<p>M20-16</p> <p>t h r u</p> <p>M20-23</p> <p>M20-24</p> <p>↓</p> <p>And on</p>		
OPERATION & SERVICE TIPS	65-1 65-2	65-1 65-2  66-1 ↓ And on	OPERATION & SERVICE TIPS (SAME)	Tips used for owner/pilot information. No change in future usage.