



## RULES AND APPLICATION FOR MEMBERSHIP

**Purpose:** The purpose of this organization is to promote safe, enjoyable flying and aviation related activities, provide a well-organized, well-operated scheduling service for aircraft, and to further high quality flight instruction for its members, all at a reasonable cost. It is also the intent of the Association to facilitate the use of clean, well-equipped, well-maintained aircraft to the members for their use, be it for business, pleasure or educational purposes.

### Definitions

“Association Aircraft” refers to those aircraft scheduled through the Association scheduling system, whether they are owned by the Association or by third parties who make their aircraft available to members.

“Flight instructor(s)” refers to independent instructors who offer their services to the public, not employees, partners, or individuals controlled in any way by the Association.

### Membership

Association membership is open to any responsible person of goodwill and good character. The Association does not discriminate on the basis of race, gender, age or any other factor unrelated to the member’s ability to contribute in a positive manner to the activities of the Association. Applicants for membership will be charged an initiation fee and dues. Admission to membership shall be approved by the Association Manager. Each member shall have rights, obligations and interests consistent with their membership status in the Association.

#### Levels of Membership:

*General Members:* Have access to all Association facilities, activities, events, and airplanes.

*Associate Members:* Have access to all Association facilities, activities, and events, but do not have access to Association airplanes.

### Dues, Fees and Charges:

- *Initiation fee:* \$50 per Individual Membership

- *Monthly dues:* Individual Membership - \$19/month or \$200/year if paid in lump sum

- *Associate Membership* - \$50/year

- Dues are payable on the first of each month, in advance, and may be paid monthly or yearly.
- Being current on dues is a requirement to maintain access to aircraft and club facilities.
- All flight charges must be paid immediately after each flight.
- Association dues and other charges may change from time-to-time to meet ongoing financial obligations.
- Association is operated as a not-for-profit entity, with all dues and fees going directly toward the operation of the Association. Management and administrative personnel are unpaid volunteers and receive no compensation from Association fees and dues.
- 3.5% service charge on all credit card transactions.
- Checks to be made payable to Shasta Pilots Association.

### Checkout Procedures

- ! All new members must undergo a 90 day probationary period. Any member dismissed during this period shall be granted a pro-rata refund of dues. Any aircraft rental charges accrued during the probationary period shall remain the responsibility of the member and are not refundable.
- ! New members must be checked out by an instructor approved by the Association.
- ! Instructors wishing to instruct in Association aircraft must be members of the Association and approved by the Association Manager to instruct. Such approval shall not be unreasonably denied.
- ! Any member of the Association may be dismissed for cause by the Association Manager, at his or her sole discretion.

### **Damage to Aircraft/Stranded Aircraft**

- ! Any damage to aircraft done during the time the member has the aircraft scheduled, or otherwise used, shall be the responsibility of the member to the extent that the damage is not covered by insurance.
- ! Costs associated with the return of aircraft left stranded due to weather or other foreseeable circumstances remain the responsibility of the member.

### **Maintenance**

- ! Aircraft discrepancies (Squawks) shall be reported to the Association Manager immediately.
- ! Squawks related to safety or airworthiness are to be also detailed in a note and placed on the control yoke or pilot's seat.
- ! No Association member may perform any repairs or maintenance without authorization by the Club Manager.  
No Association member may authorize any maintenance or repair of an aircraft, at home or while away from home, without the express authorization of the Association Manager.

### **Pilot Currency**

- ! Members must comply with all requirements of the Federal Aviation Administration
- ! Members must log a minimum of one hour of Pilot in Command time every 90 days. Pilots not meeting this requirement must fly with an authorized instructor to regain Association privileges.

### **Flight Regulations**

- ! Aircraft must be operated in accordance with all FAA regulations at all times.
- ! Members are required to record their Hobbs and Tach times for each flight. If a discrepancy exists in the Hobbs time before a flight, that discrepancy must be reported to the Association Manager immediately.
- ! All pilots must meet FAA and Association currency requirements.
- ! All members will keep their personal information up to date on FlightCircle.com
- ! No pilot, except for authorized instructors or trainees, may act as PIC from the right seat.
- ! In the event of an accident where the member is found to be not in compliance with FAA or Association regulations, that member will be held fully responsible for any and all damage to the aircraft and other persons/property involved in the accident.
- ! No aircraft may be operated for commercial purposes.
- ! No person other than Association members may operate Association aircraft.
- ! No Association aircraft may be hand propped.
- ! No Association aircraft may be operated outside the boundaries of the United States.
- ! No Association aircraft may be operated to or from an airport that is not an official FAA airport published in the FAA Chart Supplement, except as a precautionary or emergency measure.

### **Scheduling**

- ! All aircraft scheduling will be done through the Association's web-based reservation system. No aircraft may be taken without first scheduling it in this system.
- ! Pilots must note their points of intended landing in the Remarks section.
- ! Members are required to cancel their unkept aircraft reservations as soon as possible.
- ! All aircraft must be returned on time.
- ! Reservations not flown within one hour of the specified start time will be considered cancelled and may be taken by another member.
- ! Members reserving an airplane for more than four hours will be charged as follows:
  - ! 1 – 4 hours – Actual Hobbs time
  - ! 4 – 12 hours – Minimum 2 hours or actual Hobbs time, whichever is greater
  - ! 12 – 24 hours – Minimum 3 hours or actual Hobbs time, whichever is greater

### **Miscellaneous**

- ! Members are responsible for full compliance with the provisions of NTSB 830 in the event of an accident or incident.
- ! Members will be reimbursed for fuel purchased away from the home airport, provided receipts for such charges are presented.
- ! The Association is not responsible for items left in airplanes.
- ! Members will be responsible for any negligent act that causes the airplane to be unusable, such as a master switch being left on, flat spot on tire, etc., and will be charged for any needed repair.
- ! Members are required to maintain current information on the scheduling system, including valid credit card data, address, phone number, pilot and medical certificates, etc.

### **Suggestions**

Suggestions for improving the Association are always welcome. Members are requested to put such suggestions in writing and email them to the Association Manager.

### **Changes and Amendments to Rules**

The rules and procedures of the Association may change from time-to-time to address changing circumstances.

### **Contacts**

William Woodbury  
 530-999-8068  
 woodburycfi@shastapilots.com



**APPLICATION FOR MEMBERSHIP**  
**Please print clearly**

Date \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address (incl Zip code) \_\_\_\_\_

\_\_\_\_\_

Date of Birth \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email \_\_\_\_\_

Driver License Number \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

**Pilot Certificates/Experience**

- Student
- Private
- Commercial
- CFI
- CFII
- MEI
- ATP
- Instrument Rated

Pilot Certificate Number \_\_\_\_\_

Medical Class \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Most Recent Flight Review \_\_\_\_\_

**Flight Time Experience**

Total \_\_\_\_\_ Instrument \_\_\_\_\_ Last 90 Days \_\_\_\_\_

Have you ever had an accident, incident, damaged an airplane, or been cited for a violation of an FAA regulation, had your pilot certificate surrendered, suspended, or revoked, been convicted of or plead guilty to any felony or misdemeanor, or been arrested or charged with operating an aircraft or motor vehicle under the influence of alcohol or drugs? (circle one) Yes No

If yes, attach an explanation.

**Rental Insurance**

Members are responsible for damage to aircraft and other property caused by the actions, omissions, or negligence of the member. Each member is encouraged to have renter's insurance in an amount sufficient to cover any such damage or loss.

Initial \_\_\_\_\_

**Membership Type**

- Individual Membership - \$50 initiation fee\* + \$19/mo or \$200/year dues
- Associate Membership - \$50 initiation fee\* + \$50/year.

\*Initiation fee waived for active duty military/military veterans, and for full-time high school or college students.

**Documents Submitted at Time of Application**

- Pilot Certificate (front and back)
- Medical Certificate
- Driver's License
- Unexpired Passport or Birth Certificate (if training for pilot certificate or rating)
- Declaration Page of Renter's Insurance
- Copy of current flight review

**Today's Charges and Payment Information**

Application Fee (\$50 unless waived) \$ \_\_\_\_\_  
 Dues: (Circle One) Monthly (\$19) Yearly (\$200) \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

Preferred Payment Method: (circle one) Cash Check Credit Card Debit Card  
 Type of Credit/Debit Card (circle one) Visa MasterCard Discovery

Name on Credit Card Statement \_\_\_\_\_

Billing Address (incl Zip code) \_\_\_\_\_

Acct Number \_\_\_\_\_ Exp Date \_\_\_\_\_ Sec Code \_\_\_\_\_

**Acknowledgement**

"I declare that the above information is true and correct, and that I have read and will abide by the Club rules. I agree to pay in full for all services provided at the time that they are incurred."

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_