



## SunWest Aviation, Inc. and SunWest Flying Club Membership Rules

**The purpose of these rules is to encourage safe and sane flying, and a respect for the airplanes and SunWest Aviation, Inc. property.**

- **1.** All members of the SunWest Flying Club shall comply with all Federal Aviation Regulations (FARs), State, County, Airport, and SunWest Aviation, Inc. rules while operating SunWest Aviation, Inc. aircraft. The purpose of these rules is to ensure safety of flight, and to protect SunWest Aviation, Inc. resources for everyone's enjoyment.

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- 2.** Violation of any of the FARs, State, Airport, and/or SunWest Aviation, Inc. rules by a member may result in the member being suspended or expelled from the SunWest Flying Club. A SunWest Flying Club member may appeal the decision if he or she feels new information warrants consideration. All pilots are responsible for ensuring they have a valid pilot certificate, a valid and appropriate medical certificate, and have met the appropriate recency-of-experience and flight review requirements. Should a member's actions result in the insurance coverage being denied, the member shall be responsible for all damages.

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- 3.** All members must be checked out and approved for solo flight by a flight instructor designated by the Chief Pilot before solo flight in any SunWest Aviation, Inc. aircraft. A prospective member may fly one (1) introductory ride at the member's rental rate with a SunWest Aviation, Inc. instructor prior to joining the SunWest Flying Club. Thereafter, the prospective member must officially join the SunWest Flying Club to be afforded the privileges of membership. SunWest Flying Club members must update this information as required. Any flight instruction given in SunWest Aviation, Inc. aircraft must, without exception, be provided by an approved SunWest Aviation, Inc. instructor.

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- 4.** Members must perform a thorough pre-flight inspection of the aircraft, including a visual inspection of the fuel quantity, prior to commencing flight. Any damage or discrepancies discovered by a member will be assumed to be the responsibility of the last user unless it has been reported previously. If a condition is discovered which may affect the airworthiness of the aircraft or safety of flight, the aircraft shall not be flown until cleared by a maintenance mechanic. Smoking is prohibited in SunWest Aviation, Inc. aircraft.

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- 5.** Each member must determine that the Airworthiness and Registration certificates, appropriate Weight & Balance information, and Operator's Manual are in the aircraft prior to commencing flight.

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- 6.** All aircraft operating limitations must be observed. Aerobatic maneuvers are prohibited except those that are permissible under the operating limitations when the aircraft is operated in the utility category.

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- 7.** Flight plans must be filed with the FAA for all cross country flights in excess of fifty (50) nautical miles.

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- 8.** The destination of any flight that will result in the aircraft being gone from the San Luis Obispo County Airport overnight must be noted on the SunWest Aviation, Inc. online schedule log.

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- 9.** Except in emergencies, SunWest Aviation, Inc. aircraft shall be flown from and landed only on airfields listed in the Airport Facility Directory. Any pilot who lands on an unapproved field due to an emergency must call SunWest Aviation, Inc. to receive approval to either conduct the takeoff alone or wait until a better qualified pilot arrives. Note: Pilots may land at private airfields provided advance approval is obtained from the airport owner/manager.

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- 10.** Students will require two stage checks at intervals to be determined by the student's flight instructor.

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- 11.** Student pilots shall not fly SunWest Aviation, Inc. aircraft solo when surface winds have a gust spread of more than 5 knots, exceed 20 knots, or the cross wind component exceeds 5 knots, or fly outside the local traffic pattern area when weather conditions are less than 3000 feet and 5 miles visibility. Student pilots may not fly solo more than thirty days after the prior flight without another review flight with an instructor.

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- 12.** There are NO Refunds on accounts inactive for 18 months or more.

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- 13.** Please treat the aircraft as if it were your own. This will assure all of us have nice, well maintained aircraft to

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enjoy. The pilot must tidy up the aircraft. Smoking in aircraft is not permitted. Ash trays must be emptied of trash, waste paper and extra charts removed, seat belts straightened, shoulder harness straps secured, control locks installed, propeller in a horizontal position, aircraft properly tied down and/or chocks in place, and covers installed. Litter bags are available. The goal is to keep the aircraft neat and clean for the next user. Use towbars for ground handling operations. Do NOT step on wing struts unless a step is installed. Use a ladder to check fuel levels. Members may be assessed a cleaning fee if they leave the aircraft in poor condition.

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**14.** No member, except an authorized maintenance mechanic, may perform any maintenance on SunWest Aviation, Inc. aircraft, other than pre-flight inspections, without authorization from the Maintenance Officer.

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**15.** Aircraft checkouts will be in accordance with the SunWest Aviation, Inc. Insurance requirements. See SunWest Aviation, Inc. bulletin board or a director for complete information on required hours of experience.

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**16.** Members will be held responsible for any negligent act that causes unnecessary loss of revenue or additional cost (i.e., Master switch left on).

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**17.** Members will be held responsible for returning aircraft to the San Luis Obispo County Airport. The only extenuating circumstances that would relieve the member of this responsibility are mechanical discrepancies and/or unforecast weather. If a member cannot return an aircraft as scheduled, he/she must contact a SunWest Aviation, Inc. manager and abide by the manager's decision. Communications must be established. Messages left on answering devices will not suffice. A listing of managers' names and telephone numbers are available at SunWest Aviation, Inc. offices. Guidelines: If the mechanical problem can be repaired within 24 hours, or weather improvement is forecast within 24 hours, the member shall be responsible for returning the aircraft. If the member opts to abandon the aircraft, all expenses incurred by SunWest Aviation, Inc. in returning the aircraft shall be borne by the member.

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**18.** Any member who schedules an aircraft and does not show at the SunWest Aviation, Inc. office within 15 minutes after the scheduled time and/or does not contact SunWest Aviation, Inc. by the scheduled flight time by phone or in person, can lose their reservation to another member. A member may be held responsible for lost revenue if failure to cancel in a timely manner renders the aircraft unavailable. The goal here is to ensure courtesy to your fellow members.

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**19.** Any member who takes an airplane for 24 hours or longer shall pay a minimum of 2.5 hours flight time per 24 hour period or portion thereof. Some aircraft may not be available for overnights. The duty manager of SunWest Aviation, Inc. may modify this rule on a case by case basis.

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**20.** If a member has not flown within 90 days in the same category and class of aircraft (e.g., SEL), the member must perform a check ride with a SunWest Aviation, Inc. instructor prior to other use of SunWest Aviation, Inc. aircraft. Student pilots may not fly solo for more than thirty days without a flight instructor review of their skills.

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**21.** No flights are allowed out of country without prior approval of a SunWest Aviation, Inc. director and appropriate insurance arrangements are made. SunWest Aviation, Inc. insurance is not valid outside of the United States.

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**22.** All members are responsible for the insurance deductible should damage occur to an aircraft. The deductible varies with the aircraft. Members may purchase a low cost renter's insurance policy to cover the deductible.

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**23.** Members are not prohibited from eating or drinking fluids in the aircraft, but must exercise all due caution. Please avoid spillage and soiled upholstery. Crumbs and chocolate are insidious destroyers of upholstery and clothing. Open containers (soda cans) should not be used, but "snap top" containers are OK. Thermos bottles are extremely hazardous for use in aircraft. The sudden loss of pressure upon opening at altitude can cause the hot liquid to boil, much like a car radiator.

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**24.** Members must keep their accounts current at all times. Members are encouraged to take advantage of the reduced rental rates afforded by purchasing block time on aircraft. Although there is no reinitiation fee for those who have let their dues lapse, that member will be required to pay either 3 months dues in advance, or pay annual dues.

**I have read and understand SunWest Aviation, Inc. and SunWest Flying Club rules and fees.**

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

Initial      Annually \$120.00 \_\_\_\_\_      Quarterly \$45.00 \_\_\_\_\_