

Check Outs:

All renter pilots must be checked out by a EAT flight instructor and must operate within the realm of operating privileges granted by EAT. Due to the variety of airplanes that we offer at EAT, many of the aircraft require individual checkouts. A checkout shall consist of the renter demonstrating competency, proficiency, and sound decision making to the satisfaction of the EAT flight instructor. The EAT flight instructors judgement will be the deciding factor on whether or not the rental privileges are granted. One checkout may qualify a pilot in an airplane with similar flight characteristics and with the same or lower horsepower rating. After having completed a checkout, renters must have logged flight time in the previous six months in each make and model aircraft in which privileges will be granted. If no flight time has been logged within the previous six months, the renter must perform another checkout or be approved by an instructor. Should this six month requirement expire and a new checkout or approval not be obtained, the renters privileges will be suspended. It is the renters responsibility to ensure that he/she meets this requirement.

Personal Information:

All pilots and students wishing to rent aircraft owned or leased by Executive Air Transport, Inc. need to submit copies of the following: a valid drivers license or passport, pilots license, and current medical certificate.

Each pilot must complete and sign a rental agreement form.

A copy of relevant pilot qualifications from a logbook must also be taken and retained in the pilots file.

Airports:

Only those airports listed in the current edition of the Airport Facility Directory with paved runways of at least 3500' will be used by EAT aircraft. All other airports must be approved by EAT.

Weather Minimums:

All FARs and pilot currency required weather minimums must be observed and complied with at all times. Instructors have final discretion on all training flights. **Restrictions on student endorsements override the following requirements.** For student pilots, the following requirements must be observed at all times:

- Dual VFR Training: 2000' AGL ceilings and 3 mile visibility

 - Max wind: 25 knots sustained, 30 knot gusts, 17 knot crosswind component

- Dual VFR cross country: 3000' AGL ceilings, 3 mile visibility

 - Max wind: 25 knots sustained, 30 knot gusts, 17 knot crosswind component

- Student Pilot - Traffic Pattern: 1500' AGL ceilings and 3 mile visibility

 - Max wind: Per endorsements in student logbook.

- Student Pilot - local practice area: Day time only - Night solo prohibited.

 - 3000' AGL ceilings and 5 mile visibility.

 - Max wind: 15 knot sustained or gusting, 10 knot crosswind component

- Student Pilot - Solo cross country: 3000' AGL ceiling, 5 mile visibility.

 - Max wind: 15 knots sustained or gusting, 10 knot crosswind component

Advanced Pilot: All FARs regarding weather minimums must be complied with at all times. This includes, but is not limited to, cloud clearances and visibility requirements.

Good operating practices set forth in the weather section of the Airman's Information Manual will be complied with, for example but not limited to, thunderstorm avoidance, airframe icing, and turbulence.

An EAT Flight Instructor may authorize lower weather minimums on an individual basis based on weather and flight conditions existing and forecasted at the estimated time of departure, but under no circumstance allow operation in violation of Federal Aviation Regulations.

Aircraft Flight Operations

EAT does not allow extended over water flights (IE Lake Michigan)

Night flights require that the pilot be current per FAR 91. Night cross country flights require an instrument rating or night check out from an EAT flight instructor.

Flights departing for another destination must have a note in pilot schedule of destination and contact number.

Rental aircraft may not be used for compensation or hire.

All flight instruction in EAT aircraft must be done by an employee of EAR or a flight instructor approved by EAT.

The renter is expected to be familiar with the aircraft operating procedures as outlined in the owners manual, as well as the procedure for operation in and around the airport.

The renter must be familiar with cold weather starts and operations as well as engine cool down procedure.

It is mandatory for all pilots to use the aircraft checklists.

Hand propping of the aircraft is not allowed.

The renter will be familiar with the fire extinguishers that are located in the aircraft.

The renter will be familiar with and follow any emergency procedures that apply to the airplane.

Taxiing will be done at a speed no faster than a brisk walk.

When there is 1 hour of fuel remaining, the renter shall land and refuel regardless of the previous fuel consumption calculations.

Planned fuel reserves for all operations shall be at least 1 hour of useable fuel or as per FAR, whichever is greater.

Formation flying is not allowed in EAT aircraft.

Solo student training is only allowed while an instructor is on duty.

Night solo flights are reserved for pilots with Private Pilot Certificate or higher.

Solo students must have at least one dual flight within the last two weeks for continued solo privileges, unless instructor permits.

Pilot Responsibilities

It is the pilots responsibility to accurately record the beginning and ending Hobbs and tach time on the aircraft log sheet.

Any discrepancies must be brought to the attention of EAT before the aircraft is flown.

If the aircraft is left unattended, always tie down and chock the wheels. If unable to tie down, notify EAT personnel or after hours call the answering service.

No smoking is allowed in EAT aircraft.

All aircraft must be returned at the end of the scheduled time period. Failure to do so may result in an additional charge.

Expenses

Fuel purchased at airports/FBOs other than EAT will be paid for by the rental pilot with an EAT issued credit card, which can be picked up at the front counter. Turn in the receipt to the front counter after the conclusion of your flight.

All landing, parking, tie down, deicing, hangar, customs fees, etc. are the responsibility of the renter.

Fuel purchased by the pilot to avoid the landing or ramp fees are prohibited and will not be reimbursed by EAT.

Aircraft Maintenance

EAT will see that the required maintenance and inspections per the FARs are complied with. Ultimately it is the pilot in commands responsibility (FAR 91.3) to ensure the airworthiness of the aircraft.

To assist in routine maintenance, all renters will complete a discrepancy form and the history log in the dispatch can for any and all maintenance discrepancies. The completed form will be turned in to the office at EAT immediately after the flight.

Accounting and Payment Terms

Payment may be in the form of cash, check, or by authorized credit cards. Payment is due at time of flight unless other payment arrangements have been made.

Dispatching

Aircraft keys and cans can be dispatched through the front office during normal business hours.

Cancellations, Changes, and No Show Policy

To increase aircraft utilization and availability to our customers, the following policies and procedures must be adhered to:

Your reservation will be cancelled automatically, 20 minutes after your proposed scheduled time if we are not notified of your updated time of departure.

A no show fee of \$50 will be charged unless you have notified EAT at least 12 hours in advance. There will be no cancellation fee due to adverse weather.

Returning Aircraft

It is the pilots responsibility to return the aircraft to EAT before the end of the scheduled time period. If delayed, the renter must notify EAT or an additional charge may apply.

Layover Charges

Pilots scheduling an aircraft for an extended period of time, or overnight, will be subject to a 2 hour per day minimum rental charge regardless of actual flight time. This requirement can be waived at EAT's discretion.

Weathered In Aircraft.

If the pilot is stranded due to weather, it is the responsibility of the renter to assume all of his/her expenses. Renters weathered with aircraft are subject to the layover charges previously mentioned.

Insurance Notification

As a renter of EAT aircraft, you are hereby notified as required by the State of Michigan Public Act No. 327 of Public Acts of 1945 as amended, being Section 259.1 to 259.208 of the Michigan compies laws as amended by adding section 206, that you are insured under a policy of policies of insurance provided by the undersigned, and provided liability coverage to renters of aircraft. You, as a renter of EATs aircraft, are responsible for any and all damages to the aircraft that is not covered under the insurance to include any and all deductibles.

Miscellaneous

Flights of EAT rental aircraft outside of the United States are prohibited unless you first receive written permission from EAT and have at least a Private Pilots Certificate.

EAT is not responsible for lost or stolen items left in airplanes or on our premises.

Aircraft rates, training programs, and other materials are subject to change without notice.

It is the pilots responsibility to close all flight plans.

Minimum flight times allowed to be scheduled for all aircraft is one hour.

Violation of EATs rule and policies and/or the FARs is grounds for the suspension of rental privileges.