

Vinland Aerodrome, Inc.

696 E. 1700 Road – Airport K64

Baldwin City, KS 66006

800-544-8594

www.mcfarlaneaviation.com/vinland/

vinland@mcfarlaneaviation.com

AIRCRAFT RENTAL RULES AND REGULATIONS

General/Flight Safety

1. For safe operating of the aircraft, become familiar with the aircraft operators manual. It is recommended that all pilots have a copy of the operating manual.
2. A checklist must always be used for start-up, run-up, takeoff, cruise, landing, and shutdown.
3. It is the responsibility of the pilot in command to assure that the aircraft is in a safe operating condition. This includes appropriate oil and fuel levels for the flight.
4. All operation of aircraft shall be in strict compliance with the Federal Air Regulations and **common sense safety practices**.
5. Violation of FAA Regulations or these rules will be cause for termination of aircraft rental.
6. Except while receiving instruction from a Certified Flight Instructor that is in the aircraft, pilots must have current and appropriate pilot license, medical, biennial and flight review endorsement. Pilots are required to furnish current and correct pilot information to Vinland Aerodrome, Inc.
7. Pilots must be current as per FAR 61.57 before carrying passengers.
8. Special VFR at night is prohibited. Night flying is not encouraged unless instrument rated. Pilots flying at night must have appropriate equipment. Pilots carrying passengers at night must be night certified and night current per FAR 61.57. A flight plan must be filed with a Flight Service Station for any night cross-country flight over 100 nautical miles. Before initiating any night flight, the weather must be forecast to be at least 5000 feet ceilings with visibility greater than five miles for the entire flight.
9. Flying in marginal VFR weather is prohibited unless instrument rated.
10. Flights over open water (lakes and oceans that extend further than gliding distance) are prohibited unless you are equipped with the proper flotation gear.
11. A minimum fuel reserve of at least one hour must be planned for all flights.
12. A flight plan must be filed with a Flight Service Station for all flights over 300 nautical miles.
13. Student pilots must always be under direct supervision of a properly qualified FAA Certified Flight Instructor. Direct supervision means that the flight instructor has specifically approved each flight undertaken by the student prior to takeoff or specifically approved a group of flights under specific limited conditions.
14. All landings and other operations must be made from public use airports.
15. Flights outside the continental United States are prohibited.
16. Aircraft must not be hand-propped.

17. A pilot checkout and airport familiarization flight is required for new renting pilots. Pilots must be found to be competent by Vinland Aerodrome, Inc. personnel or specific Certified Flight Instructors approved by Vinland Aerodrome, Inc. The extent and scope of the checkout flight will be tailored as deemed appropriate considering the pilots experience, knowledge of the aircraft to be flown, and familiarity with the Vinland Aerodrome (K64).
18. Vinland Aerodrome, Inc. retains the right to ask any pilot to participate in additional checkout flights. Students will not be allowed to fly if they have not flown with their instructor within the last 30 days.

Insurance

Vinland Aerodrome, Inc. carries liability and medical insurance on the rental aircraft and self-insures for hull loss or damage. Renters are not specifically named as insured on the aircraft insurance policy and are encouraged to obtain renters insurance for additional protection. The pilot in command is responsible for all damage to the aircraft that is due to neglect, willful acts, or lack of due caution (as determined by Vinland Aerodrome, Inc.) by the pilot/renter. The pilot in command of the aircraft, whether at fault or not, is responsible for the first \$500.00 of damage to the aircraft (deductible amount) resulting from an accident. Any payment, partial or full, of the deductible amount by the pilot/renter does not waive the insurance's or the aircraft owners right to seek damage from the pilot/renter.

Scheduling

1. Airplane reservations can be made 24 hours a day online at www.mcfarlaneaviation.com/vinland/
2. Allow time for preflight inspections, post-flight organization, and re-fueling when scheduling aircraft time required.
3. Renters can reserve the aircraft whenever they wish for as long as they wish, but are asked to be reasonable on the utilization for the time scheduled.
4. A minimum use of 2.5 hours per day will be charged for multi-day use.
5. Cancel and reschedule as soon as possible when your plans for the aircraft have changed or you return early. Be courteous in making the airplane available for someone else.
6. If the aircraft cannot be returned as scheduled, the renter must call Vinland at 800-544-8594 and attempt to contact the next person scheduled to notify them that the airplane is unavailable. Vinland will place bulletins on the scheduling website when scheduling conflicts are known.
7. It is the renters responsibility to return the aircraft to the hangar. If someone is waiting to use the airplane, it can be left at the gas pump.
8. Un-scheduled maintenance is sometimes required. Vinland will attempt to notify affected persons when un-scheduled maintenance occurs.
9. Vinland Aerodrome, Inc. reserves the right to modify or cancel a scheduled flight at any time. In such cases, Vinland will attempt to notify affected persons

Payment

1. Prepaid blocks: when time is low an invoice for a new block of time will be mailed. You may either call to pay by credit card or mail in check. If you do not want another block of time the invoice will be deleted after two months.
2. Pay-by-the-hour: If credit card information is on Renter Information Form, card will be charged the first of each month. If "pay by check" is on the Renter Information Form, invoices will be mailed the first of every month. Finance Charges for late payments are 1.5% per month and are a condition of open account. Delinquent accounts will be placed on hold and the plane cannot be flown until the balance on the account is current.

Operating Rules

3. Smoking, eating or drinking in the aircraft are prohibited.
4. Be careful not to lose Vinland's property such as headsets, fuel testers, keys, and etc. The aircraft and engine log books are important documents tracing the aircraft and equipment maintenance history; be careful to return them to the office when they are no longer needed.
5. Renters are responsible for all damage to the aircraft, which includes damage that results from negligent operation (master switch left on, hangar rash, broken door locks, and etc.) Please promptly report any damage to the office.
6. Do not fill the fuel tanks after flying. This allows the next renter to evaluate the aircraft weight and balance before adding fuel. A Cessna 152 with two large adults will exceed maximum takeoff weight with full fuel.
7. Do not fill fuel tanks higher than one inch below the top unless your flight requires full fuel.
8. Proper grounding procedures must be followed when fueling.
9. Oil must be maintained between four and five quarts. Do not over-fill.
10. Fuel is included in the rental fee. Renters will be reimbursed for fuel purchased at other airports at the current Vinland fuel rate.
11. Renters are responsible for landing fees, deice, pre-heat and etc. charges at other airports. Hangar fees will be reimbursed as per Item 12.
12. The aircraft must be kept neat and clean for the next renter. Put trash in trash-cans.
13. Any trouble or improper operation of the aircraft must be reported as soon as possible to the office (800 544-8594) and recorded in the aircraft flight log.
14. Avoid damage to the propeller by doing your run-up over grass areas. Do not run-up over gravel.
15. Use all three tie-down points after parking the aircraft in its hangar.
16. When parking the aircraft at other locations for short periods of time, install the gust lock in the controls, lock the doors, and chock the wheels. Tie down the aircraft for overnight parking and when weather conditions present any danger of high winds. Park into the wind when possible.
17. When overnight hangars are available, the aircraft must be stored in a hangar. Vinland will reimburse ½ the hangar fee or \$10.00 a night whichever is less.
18. Off airport aircraft malfunctions or unusual situations must be reported to Vinland as soon as possible.

152 Basic Maintenance & Supplies Info

- Oil, oil rags and window cleaner are in the cabinet on the west wall by the airplane. Be sure to keep the oil funnel very clean. Rinse with gas if necessary.
- The plane needs oil when it is below 4 quarts. Please record the amount of oil added in the log book under comments.
- If the oil runs out in the cabinet Paul knows where it is kept in the shed.
- See the operating rules above for fueling procedures.
- Mr. Funnel, a conductive plastic funnel that separates damaging free water and solids from fuel, is available in the cabinet on the west wall by the airplane. The funnel allows you to put sampled fuel back in the plane instead of on the ground.
- Please install gust lock and make sure ignition key is out of switch.
- Please tidy up inside the cockpit before departing.

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AIRCRAFT RENTAL RULES AND REGULATIONS

I, the undersigned, have read and understand this document listing the Aircraft Rental Rules and Regulations of Vinland Aerodrome, Inc. and I do hereby agree to abide by the terms of this document. I further agree that I have been given a copy of this document.

Signature of Renter: _____ Date: _____

Printed name of Renter _____

If under 18, parent or legal guardian must also sign

Signature of parent or legal guardian: _____