



# **Atlas Aviation**

"Supporting the World of Aviation"



## **Flight Department Information Manual**



Dear (Future) Pilot:

First, *Thank You!* We sincerely appreciate your interest in receiving your flight training at the best flight school in the Tampa Bay area, and we take your flying needs very seriously.

Please take the time to thoroughly read the information on the following pages. You will learn more about the requirements to become a pilot, the associated costs (including some options and ways to save money!), and about our company and policies.

We also encourage you to take a tour of our beautiful training facilities, meet our professional flight instructors and examine our excellent, state-of-the-art aircraft fleet. We even have two locations to serve you; Tampa and Plant City!

You can also find us on Instagram and Facebook at AtlasAviation and Plant City Airport, and Twitter as @AtlasTampa; please join/like/follow us!

If you have further questions, please contact us right away.

*See you in the pattern!!!*

Sincerely,

***Deric S. Dymerski***

President

Peter O. Knight Airport  
825 Severn Avenue  
Tampa, FL 33606  
P 813.251.1752

Plant City Airport  
4007 Airport Road  
Plant City, FL 33563  
P 813-752-4710

[www.AtlasAviation.com](http://www.AtlasAviation.com)

# Why train with Atlas Aviation?



## Our students ranked us among the best flight schools in the country.

The Aircraft Owners and Pilots Association (AOPA), the world's largest aviation organization, conducts an annual survey of flight students' experience with their flight school. Our students' responses earned Atlas Aviation AOPA's Flight Training Experience Award, Distinguished Flight School for 2018, and again in 2019.\*

Our team of professional flight instructors will train you in clean, safe, reliable, modern aircraft maintained to exacting standards. We train using a proven curriculum developed by King Schools, the leader in aviation education tools and resources. We know what we are doing, and our customers agree.

\* AOPA did not offer Flight Training Experience Awards during 2020 due to the pandemic

## Instructions

Thanks again for your interest; we know you will thoroughly enjoy flying with us! To get started, you will need to complete the following steps:

1. Fill out Pilot Information Sheet with your instructor
2. Read and sign our Renter's Agreement.
3. Fill out a Credit Card Authorization Form

Payment Options (*including a DISCOUNT\**):

- A. Keep a credit card on file and charge each lesson.
  - B. Put cash (or check) on account starting with \$2,000, and maintain at least \$500 in credit balance with us (**5% discount with this option!**).
4. In order to meet TSA security requirements, you must provide us with a copy of your Passport or Birth Certificate and your Driver's License/government-issued photo ID. For renters, we'll also need your Pilot Certificate and your Medical Certificate.\*\*
  5. Arrange for Renter's Insurance (optional). We include a \$250,000 Student and Renter Liability policy on your behalf as part of your rental, but policies with more coverage are available from several sources including AOPA and Avemco.

All of the above information must be on file **before** you can begin your training, and before we can grant you access to Flight Schedule Pro, our on-line flight reservation system. If you have any questions, please ask your instructor or any member of our staff.

\* Discounts apply to flight instruction and aircraft rental.

\*\* Student pilots are not required to have a medical certificate on file before training begins but must have one on file prior to solo flight.

## **Private Pilot Requirements**

The Private Pilot Certificate is obtained by those who have a desire to fly for business or pleasure, but not for hire. Atlas Aviation uses the *Cessna Private Pilot Training Course*.

The Private Pilot training course is designed to train a pilot to control and maneuver an airplane during favorable weather conditions, using Visual Flight Rules (VFR). Primary aerodynamics, aircraft systems and instruments, navigation, weather and regulations are areas of learning included in the course.

A partial list of the Federal Aviation Regulations (FAR) Part 61 requirements for this certificate follows:

1. Be at least 17 years of age, however, a student pilot's certificate may be issued to an applicant who is 16 years of age, and you can actually *begin* flying at any age.
2. Be able to read, speak and understand the English language.
3. Obtain a Third Class FAA Medical Certificate from an FAA designated Aero Medical Examiner
4. Obtain a Student Pilot Certificate (your instructor will help you with this).
5. Successfully pass the FAA Private Pilot Knowledge Test, a written exam. Our on-line ground school prepares you for this.
6. Successfully pass the FAA Private Pilot Practical Test (oral exam and flight test in an airplane). The FAA requires a MINIMUM of 40 hours of flight time to take the practical test. Students flying twice each week typically complete their training with approximately 55 flight hours.

## Frequently Asked Questions

1. How much will it cost to get my Private Pilot Certificate?

*The cost will vary depending the type of airplane you learn in and how frequently you fly. Generally speaking, the cost should be roughly \$13,000 to \$20,000 for a typical student flying twice each week, depending on the aircraft type selected for training (estimated costs for various ratings on following pages).*

2. How long will it take to get my Private Pilot Certificate?

*It depends on how often you can train. If you are able to take two, two-hour lessons per week (2 hours flying and 2 hours ground instruction) it will take approximately six months. Many students find that two lessons per week is the most efficient frequency for consistent progress.*

3. Can I choose my Certified Flight Instructor (CFI)?

*Of course! We encourage you to work with the CFI that best fits your needs. At Atlas Aviation, you can choose to first meet with the Chief Pilot to discuss your flying needs and goals, plus any concerns you might have about the training for the Private Pilot Certificate. The Chief Pilot will then help choose the right CFI for you.*

4. How experienced are Atlas Aviation CFIs?

*Our Certified Flight Instructors (CFIs) have a total of thousands of hours and decades of flight experience and will work with you on a one-on-one basis, both in the air and on the ground, to help you attain your goals.*

5. Is there any financing available?

*In some cases, your own bank will work out an education loan for you, and we have also worked with [www.PilotFinance.com](http://www.PilotFinance.com) and <http://finance.aopa.org/Flex-Aviation-Loan>.*

## Flight Training Courses and Estimated Costs

We understand how important it is to have realistic cost estimates to make fully informed decisions about flight training. On the following pages we provide the estimated costs for our Sport, Private, Instrument, and Commercial Pilot courses. The FAA Minimum costs are based on FAA specified minimums for flight and ground instruction, and solo requirements. In addition, we provide estimates that include other expected costs like medical exams, testing fees, and training supplies. Many flight schools do not include these types of costs in their training quotes, so be sure to ask when making comparisons.

We include the cost for a basic headset in our Sport and Private Pilot cost estimates. While this is not a required purchase, we strongly encourage students to purchase a good aviation headset. We have David Clark headsets available to rent for \$8 per lesson. As a David Clark dealer, and we can order any headset they offer and apply \$25 of your headset rental fees paid toward the cost of any headset purchased through us. Sarasota Avionics, located next door to the main terminal at Peter O. Knight, offers Bose Aviation headsets for sale, too.

In addition to showing the estimated costs based on the FAA minimums, we included estimates based on what we see our “typical” students doing. Your costs will vary depending on the airplane you use, how often you fly, your aptitude for flying, and your diligence in preparing for your lessons with home study. For inquiries towards obtaining a Flight Instructor Certificate, please e-mail the Chief Flight Instructor at [David@AtlasAviation.com](mailto:David@AtlasAviation.com).

For all our courses, we use Cessna’s Online Ground School. These courses were developed for Cessna Pilot Centers by King Schools, the leader in aviation training resources. The Online Ground School will cover everything you need to know for the FAA Airman Knowledge Test. The Online Ground School also integrates with the flight training course syllabus and is designed to be completed concurrently. The online training coupled with additional ground and flight instruction provided by your CFI will teach you everything you need to know to be a safe pilot. For your ground school course to link to our flight school, you must purchase it here rather than on-line. To find out more about the curriculum and ground school go to [www.CessnaFlightTraining.com](http://www.CessnaFlightTraining.com).

You can also go to the below link to download our syllabus:  
<http://cessnaflighttraining.kingschools.com/secure/CCF/library.aspx>

## Aircraft Type

Instruction

Aircraft

Cessna On-Line Ground School

Charts & Misc. Supplies

Medical Exam

Headset

Knowledge Test

Practical Test

Course Total

Sport Pilot		
C162 Skycatcher (PCM only)		
	FAA Minimum	Typical Student
Instruction	\$ 3,200	\$ 4,000
Aircraft	\$ 3,225	\$ 4,257
Cessna On-Line Ground School	\$ 359	\$ 359
Charts & Misc. Supplies	\$ 50	\$ 50
Medical Exam		
Headset	\$ 350	\$ 350
Knowledge Test	\$ 150	\$ 150
Practical Test	\$ 1,147	\$ 1,147
Course Total	\$ 8,481	\$ 10,313

## Light Sport Category Aircraft

### Cessna 162 Skycatcher



Garmin G300 MFD / PFD  
100 HP  
\$129 / Hour



Aircraft Type	Private Pilot							
	C162 Skycatcher (PCM only)		C172 Skyhawk- Analog Instruments		C172 Skyhawk- G1000 "Glass Cockpit" (TAA)**		C172 Skyhawk- G1000 NXi "Glass Cockpit" (TAA)**	
	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student
Instruction	\$ 4,800	\$ 6,880	\$ 4,800	\$ 6,880	\$ 4,800	\$ 6,880	\$ 4,800	\$ 6,880
Aircraft	\$ 5,160	\$ 7,095	\$ 7,560	\$ 10,395	\$ 8,160	\$ 11,220	\$ 9,160	\$ 12,595
Cessna On-Line Ground School	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359
Charts & Misc. Supplies	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Medical Exam	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120	\$ 120
Headset	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350
Knowledge Test	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
Practical Test	\$ 1,147	\$ 1,147	\$ 1,327	\$ 1,327	\$ 1,372	\$ 1,372	\$ 1,447	\$ 1,447
Course Total	\$ 12,136	\$ 16,151	\$ 14,716	\$ 19,631	\$ 15,361	\$ 20,501	\$ 16,436	\$ 21,951

## Cessna 172 Skyhawk



180 HP  
Leather Interior  
IFR Certified Avionics with ADS-B In and Out

Traditional Analog Panel  
G650 IFR GPS/Nav/Com  
\$189 / Hour



Garmin G1000 "Glass"  
Autopilot  
Air Conditioning (N18728 only)  
\$204 / Hour

\*\* Technologically Advanced Aircraft

#### Aircraft Type

Instruction  
Aircraft  
Cessna On-Line Ground School  
Charts & Misc. Supplies  
Medical Exam  
Headset  
Knowledge Test  
Practical Test  
Course Total

\*\*TAA- Technologically Advanced Aircraft

#### 2020 Cessna 172SP Skyhawk

180HP  
Garmin G1000 NXi  
Garmin FlightStream avionics/tablet interface  
Garmin GFC700 Autopilot  
Electronic Stability Protection  
AOA Indicator  
Leather Interior  
\$229 / Hour

Instrument Pilot									
C172 Skyhawk- Analog Instruments		C172 Skyhawk- G1000 "Glass Cockpit" (TAA)**		C172 Skyhawk- G1000 NXi "Glass Cockpit" (TAA)**		C182T Skylane- G1000 (TAA)**		SR22 GTS- Garmin Perspective (TAA)**	
FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student
\$ 3,400	\$ 5,525	\$ 3,400	\$ 5,525	\$ 3,400	\$ 5,525	\$ 3,400	\$ 5,525	\$ 3,400	\$ 5,525
\$ 7,560	\$ 9,450	\$ 8,160	\$ 10,200	\$ 9,160	\$ 11,450	\$ 10,360	\$ 12,950	\$ 15,560	\$ 19,450
\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359
\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
\$ 1,327	\$ 1,327	\$ 1,372	\$ 1,372	\$ 1,447	\$ 1,447	\$ 1,537	\$ 1,537	\$ 1,927	\$ 1,927
\$ 12,846	\$ 16,861	\$ 13,491	\$ 17,656	\$ 14,566	\$ 18,981	\$ 15,856	\$ 20,571	\$ 21,446	\$ 27,461

Estimated Costs for the Instrument Course assume that you already have 50 hours of PIC Cross Country for Instrument Rating Course, or will have by the time you complete the training. Your instructor can structure your lessons to include cross country flights while building your instrument skills.



# Aircraft Type

Instruction

Aircraft

Cessna On-Line Ground School

Charts & Misc. Supplies

Medical Exam

Headset

Knowledge Test

Practical Test

Course Total

## Commercial Pilot

Aircraft Type	Commercial Pilot							
	C172 Skyhawk- G1000 "Glass Cockpit" (TAA)**		C172 Skyhawk- G1000 NXi "Glass Cockpit" (TAA)**		C182T Skylane- G1000 (TAA)**		SR22 GTS- Garmin Perspective (TAA)**	
	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student	FAA Minimum	Typical Student
Instruction	\$ 3,200	\$ 4,000	\$ 3,200	\$ 4,000	\$ 3,200	\$ 4,000	\$ 4,000	\$ 5,000
Aircraft	\$ 4,080	\$ 7,548	\$ 4,580	\$ 8,473	\$ 5,180	\$ 9,583	\$ 7,780	\$ 14,393
Cessna On-Line Ground School	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359	\$ 359
Charts & Misc. Supplies	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Medical Exam								
Headset								
Knowledge Test	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
Practical Test	\$ 1,372	\$ 1,372	\$ 1,447	\$ 1,447	\$ 1,537	\$ 1,537	\$ 1,927	\$ 1,927
Course Total	\$ 9,211	\$ 13,479	\$ 9,786	\$ 14,479	\$ 10,476	\$ 15,679	\$ 14,266	\$ 21,879

### Cessna 182T Skylane

230HP / 140 KIAS Cruise

Garmin G1000 "Glass"

Garmin G1000 NXi

Leather Interior

\$259 / Hour



\*\* Technologically Advanced Aircraft





# KTPF: PETER O KNIGHT

TAMPA, FL

Elevation 8' MSL

Traffic Pattern 908' MSL

Right Hand Traffic Rwy 4 & Rwy 36

Unicom 122.725

AWOS-3 118.925

TPA Clearance Delivery 119.8

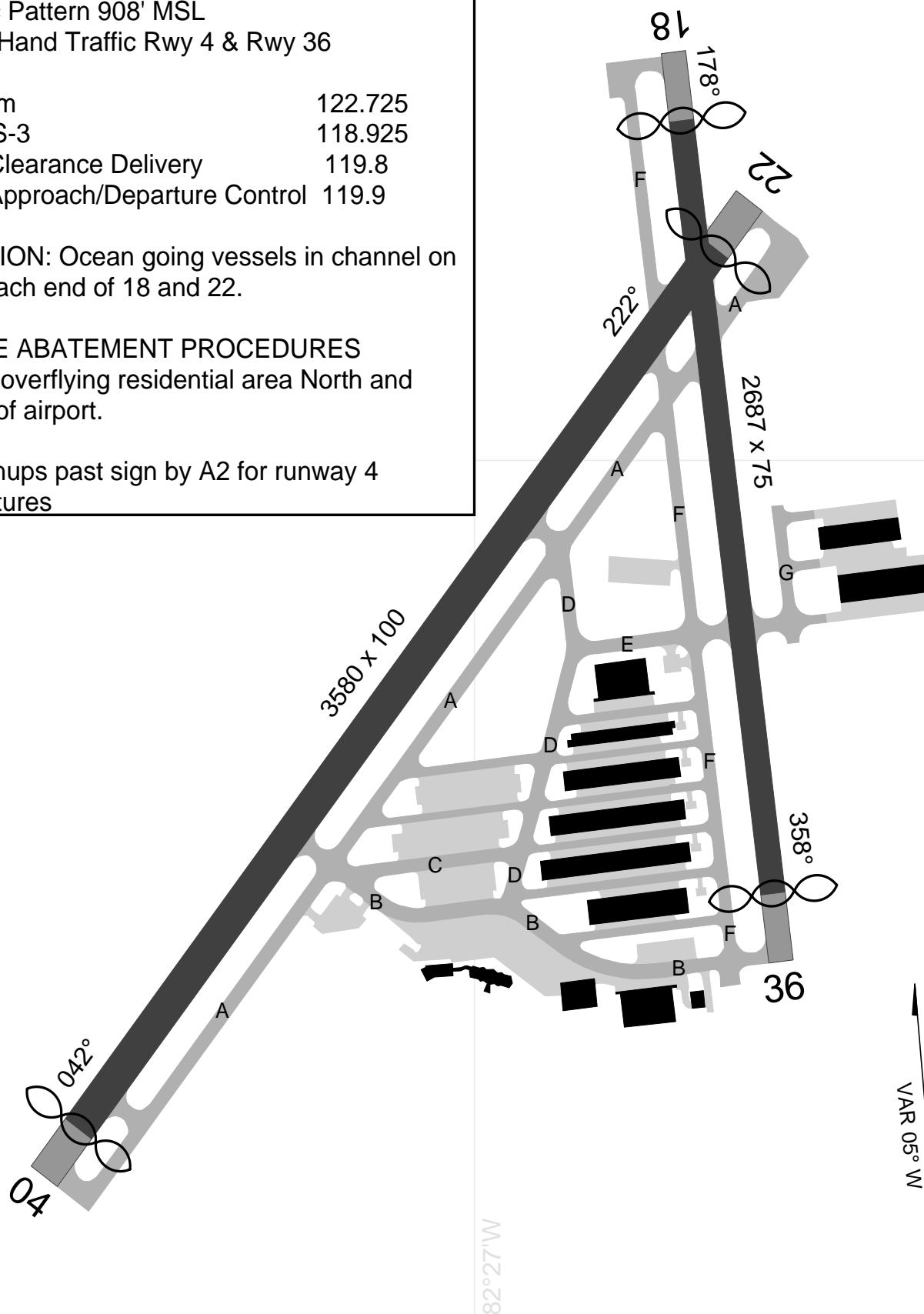
TPA Approach/Departure Control 119.9

CAUTION: Ocean going vessels in channel on approach end of 18 and 22.

## NOISE ABATEMENT PROCEDURES

Avoid overflying residential area North and West of airport.

No runups past sign by A2 for runway 4 departures

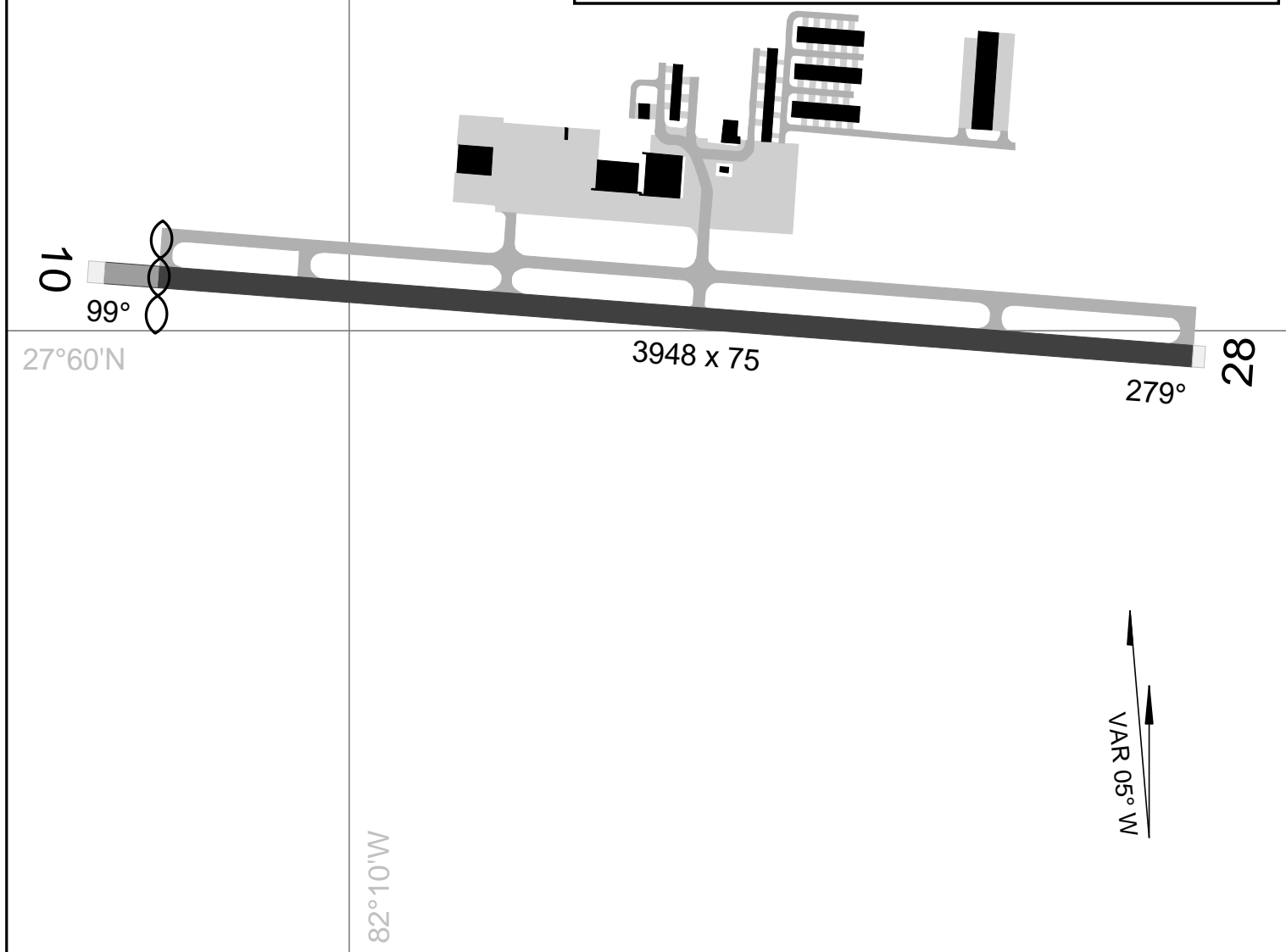


**KPCM: PLANT CITY**  
PLANT CITY, FL

Airport elevation 153 feet MSL  
Traffic Pattern 1,153 feet MSL, left traffic  
CTAF / Unicom 123.05  
AWOS-3120.025  
Tampa Approach 120.65 or 119.9

**NOISE ABATEMENT PROCEDURES**

Departing Runway 10  
Remain on or North of runway centerline  
No turns below 500 MSL unless for safety or as directed by ATC  
Avoid departures over residential area SE of airport  
Depart Runway 28 whenever possible





## **New Customer File Checklist**

### **Customer to Keep**

- ☐ Customer Welcome
- ☐ Instructions
- ☐ Private Pilot Requirements
- ☐ FAQs
- ☐ Estimated Costs & Rental Rates
- ☐ Airport Diagrams

### **Complete and Bring for Atlas File**

- ☐ This Checklist
- ☐ Pilot Information Sheet
- ☐ Signed Renter's Agreement (parent must sign for minor child. If student is a minor child, a parent must also sign the Parental Waiver form)
- ☐ Signed and completed Credit Card Authorization Form

### **Bring to 1<sup>st</sup> Lesson:**

- ☐ Valid Government-Issued Photo ID (Driver License, State ID card, Military ID, etc.)\* \*
- ☐ Passport or Birth Certificate\* \*
- ☐ Credit Card

***\*\*TSA REQUIREMENT: Do not forget to bring your Passport or your Driver's License and Birth Certificate to your first lesson, or you will not be allowed to fly. \*\****

## Atlas Aviation Pilot Information Sheet

### Contact Information:

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Are you currently pursuing or registering for flight training to earn a certificate with Atlas Aviation's Flight School? Y or N If yes, what rating? \_\_\_\_\_

### Pilot Data

D.O.B: \_\_\_\_/\_\_\_\_/\_\_\_\_ Medical Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Class (circle one): 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> Basic Med

Pilot Certificate #: \_\_\_\_\_ Last Flight Review Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Endorsements (circle all that apply): Complex High Performance Tailwheel

### TO BE COMPLETED BY ATLAS AVIATION

#### Atlas Aircraft Checkouts

Aircraft: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ CFI#: \_\_\_\_\_

Aircraft: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ CFI#: \_\_\_\_\_

Aircraft: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ CFI#: \_\_\_\_\_

Aircraft: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ CFI#: \_\_\_\_\_

Flight Review: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ Certificate #: \_\_\_\_\_

Flight Review: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ Certificate #: \_\_\_\_\_

Flight Review: \_\_\_\_/\_\_\_\_/\_\_\_\_ CFI: \_\_\_\_\_ Certificate #: \_\_\_\_\_

### Required Documentation

Passport: \_\_\_\_\_ Collected by: \_\_\_\_\_ Date: \_\_\_\_\_

Birth Certificate: \_\_\_\_\_ Collected by: \_\_\_\_\_ Date: \_\_\_\_\_

Photo ID: \_\_\_\_\_ Collected by: \_\_\_\_\_ Date: \_\_\_\_\_

Pilot Certificate: \_\_\_\_\_ Collected by: \_\_\_\_\_ Date: \_\_\_\_\_

Medical: \_\_\_\_\_ Collected by: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\* TSA REQUIREMENT: Do not forget to bring your Passport OR your Driver's License and Birth Certificate to your first lesson, or you will not be allowed to fly. \*\***





## **Aircraft Rental Agreement**

In consideration of the rental fees paid and covenants contained herein, Atlas Aviation, hereinafter referred to as the “Operator”, hereby leases to the party whose printed name and signature appear at the end of this agreement, hereinafter referred to as “Renter” the designated aircraft hereinafter referred to as “Aircraft.”

### **General Terms**

1. Renter acknowledges and agrees that the Aircraft is the property of the Operator.
2. Renter acknowledges and agrees to review the Aircraft Status Sheet contained in the Operator’s Dispatch Book before the first flight of any rental period, and personally inspect the Aircraft in accordance with the manufacturer’s Approved Airplane Flight Manual prior to any flight to determine that the airplane is airworthy.
3. Operator agrees to provide maintenance logbooks for Renter’s review on-site during normal business hours upon request. Maintenance logs will not be removed from Operator’s premises.
4. Renter expressly acknowledges personal liability to pay Operator on demand for:
  - a. Aircraft time charges computed at the applicable posted rate based on Hobbs hour meter elapsed time, plus any Minimum charges due as specified in this agreement until said Aircraft is returned to the airport the Operator dispatched the Airplane to the Renter.
  - b. Service time for instruction by instructors employed by Operator as noted by such instructors based on time spent instructing and supervising Renter.
  - c. Any loss or damage to the Aircraft, its components, parts or equipment during the rental period.
  - d. The amount of any parking, tie-down, or hangar charged to the Operator until the Aircraft is returned to the Operator at the airport the Operator dispatched the Airplane to the renter. It is customary for such charges to paid by the Renter as incurred during their rental period.

- e. Pilot expenses plus flight time at dual rates to return Aircraft to home base in the event the Aircraft is abandoned for any reason away from the home base airport.
- 5. Though the rental is based on the Hobbs hour meter, both Hobbs and Tach time must be logged for each flight on the Dispatch Sheet provided by Operator.
- 6. Renter agrees not to tamper with, molest, or attempt to repair any parts of the Aircraft of its accessories, and will contact the Operator for instructions upon encountering mechanical malfunctions.
- 7. Fuel purchased from sources other than the Operator will be reimbursed at the current reimbursement rate as disclosed in the Aircraft Dispatch Book, provided a valid receipt is presented at the conclusion of the rental period.
- 8. Renter shall report any discrepancies regarding the aircraft equipment or operations to the Customer Service Representative on duty at the time of check-in and complete a Maintenance Discrepancy form with sufficient detail that maintenance personnel can troubleshoot and correct the issue.
- 9. Renter agrees to reimburse the Operator in the event the Operator initiates suit to recover possession or to enforce any of the terms, covenants, and conditions hereof, or to collect any sum of money, damages, or cost and reasonable attorney's fees incurred by the Operator in such suit or suits.
- 10. Renter agrees to indemnify and defend Operator for any claims that arise from Renter's use of Operator's aircraft.

### **Regulations and Operating Procedures**

- 11. All pilots and instructors operating aircraft owned and/or operated by the Operator shall comply with all Federal Aviation Regulations, federal, state, and local laws, insurance provisions, and the written policies set forth in this agreement.
- 12. Unless in pre-solo flight training toward a certificate with a flight instructor employed by the Operator, Renter must hold a valid and current pilot certificate with appropriate ratings and hold a current medical certificate as required by regulation.
- 13. The person named on this rental contract shall be the pilot in command.
- 14. Renter agrees that rented Aircraft shall not be used or operated:
  - a. For any illegal purposes.
  - b. In any race, speed test, or contest unless such event is an Operator sponsored event for the purpose of flight training.
  - c. By any person other than the Renter who signed this Agreement.

- d. Outside the limits of the continental United States except with the express permission of the Operator.
  - e. To carry passengers or property for compensation or hire.
  - f. On any flight which the Renter is not properly rated, endorsed, or certified to undertake.
15. Each aircraft type requires a checkout with an Atlas CFI. Instrument rated pilot will be required to demonstrate proficiency with the avionics and automation by flying at least one instrument approach during the checkout.
  16. Good operating practices as outlined in the current Aeronautical Information Manual and Advisory Circulars shall be complied with as applicable. A common sense approach and a desire to promote safe, courteous and orderly aircraft operation shall always be the primary consideration.
  17. ALL flight training, except as authorized by the Chief Pilot or his designee, will be conducted in accordance with the Cessna Pilot Center or Cirrus guidelines, as appropriate.
  18. Recurrent checks will be required for each type of the Operator's aircraft not flown for at least one hour in the previous six months.
  19. Renter shall not land or take off Aircraft grass runways without prior approval from Operator. If grass runway operations are approved, Renter agrees to pay for removal of wheel pants, if installed, prior to departure and reinstallation upon return. Renter also agrees to make such request in advance to allow reasonable time to schedule maintenance to remove the wheel pants. No grass operations will be approved for airplanes with wheel pants installed.
  20. Renters shall utilize the checklists provided in the aircraft for all operations. The Pilot in Command (PIC) shall operate the aircraft in accordance with the Aircraft's Pilot Operating Handbook / Approved Airplane Flight Manual and placards. Weight and Balance and performance calculations shall be performed for all flights and the PIC shall personally visually check that adequate fuel is onboard the aircraft. Weight and balance calculations are subject to review and verification by Atlas employees, including instructors, Customer Service Representatives, and Line Service Personnel upon request.
  21. Aircraft shall only be flown from the left seat except for flight instructors employed by the Operator or instructors in training with flight instructors employed by the Operator.
  22. No instructors who are not employed by the Operator shall provide instruction in the Operator's Airplane without express prior approval from the Operator. Renters who arrange or receive unauthorized instruction in the Operator's airplane shall be terminated from the rental program.
  23. Renter shall be responsible for the safety and security of the aircraft at all times, including securing the aircraft at the airport, or in the event of an incident or accident off airport, at the location of the incident or accident. Securing the airplane includes, but is not limited to

chocks and/or proper tie downs, closing all vents and windows, installing sun shades, ensuring all avionics, lights, master switches, fuel selectors are off, etc.

24. Renter shall not smoke or allow passengers to smoke in or within one hundred feet of any of the Operator's Aircraft.
25. Renter shall remove all trash and personal property from the Aircraft at the end of the rental period.
26. Headsets may be rented for \$8/day/headset upon request.
27. Any pilot who willfully or knowingly violates any of the policies set forth in this agreement or shows a lack of concern with flight safety or the rules involved will be terminated from the school or rental program at Operator's sole discretion, and no further flying of Operator's Aircraft shall be permitted.

### **Scheduling and Minimum Charge Requirements**

28. Flight scheduling shall be accomplished by Renter online with Flight Schedule Pro, or with the assistance of Customer Service Representatives (CSRs) and, if applicable, with the concurrence of the assigned flight instructor.
29. Renter agrees to notify Operator at least twenty four hours in advance whenever possible if unable to use their scheduled time. Without the notice, a "No Show" charge equal to one half of the aircraft time scheduled plus one half of the instructor's time, if so scheduled, shall be assessed.
30. If Renter is unable to return to the aircraft to the Operator at the scheduled time, contact must be made as soon as possible, and charges may apply if the aircraft is scheduled to someone else.
31. Overnight rentals or rentals of more than 24 hours shall be charged a minimum of 3 hours aircraft rental, per 24-hour period for Cessna 172 and Cessna 162 airplanes, and 2 hours for the Cessna 182 and Cirrus SR22 models.
32. Overnight rentals or rentals of more than 24 hours must provide Atlas Aviation all necessary route and contact information at their destination in the Comments or Internal Comments section of the reservation booked in Flight Schedule Pro.

### **Pilot Records and Currency**

33. Renter agrees to provide the Operator with their original Passport OR Birth Certificate AND valid government-issued picture ID (such as a driver's license or state ID card) upon request for Operator to copy to comply with Transportation Security Administration regulations.

Renters must also provide their pilot certificate, medical certificate, and endorsements for flight reviews. Renter further agrees to provide such documents when updated.

34. Students and Renters must have a current signed credit card authorization on file. Except for the insurance deductible as described in this agreement, it is the option of the Renter to have amounts due charged to this card automatically by the Operator or to pay for each rental/lesson by cash or check after completion. Renter may also put "cash on account" in increments of at least \$1,000.00, while maintaining a credit balance at all times.
35. Students and Renters must have an Information/Currency Card on file with Atlas Aviation and ***keep the information up to date.***

### **Maintenance Issues, Incidents, and Accidents**

36. If maintenance or safety issues arise with the Aircraft at other airports, the Renter must contact the Operator immediately. Contact information for the main telephone number and Operator's maintenance, CSR, and management personnel is provided in the Dispatch Book.
37. Renter shall not authorize any repairs to be made to the Aircraft without Operator's express permission. If unauthorized repairs are undertaken, Renter shall be responsible for at least a portion, if not all of the invoice.
38. The Operator will not reimburse the Renter for any overtime charges, call-out fees, or any other after-hours charges made by a fixed base operator or maintenance facility. Other expenses incurred by the Renter because of a mechanical delay such as rental cars, hotel rooms, meals, airline fares, etc. will not be reimbursed.
39. All repairs shall be made by properly certified personnel and/or licensed facilities. Renter shall not make or attempt to make any repairs to the Aircraft.
40. The Operator maintains hull and liability insurance on each aircraft and provides Renter Liability Insurance with a limit of \$250,000 included in the rental rate. Operator recommends that Renter reviews their own financial responsibilities and exposures and consider purchasing an additional, more comprehensive renter's policy to cover their own liability.
41. Renter agrees to pay, at a minimum, Operator's insurance deductible in the amount of two thousand five hundred dollars (\$2,500) in the event of any aircraft damage, regardless of fault. This amount shall be charged to the Renter's credit card on file at the time of the incident or accident regardless of whether the Renter has their own renter's insurance coverage.
42. In the event of an incident or accident, the Renter shall, to the extent of their abilities, take photographs of damage and the scene, provide a written, signed statement attesting to the circumstances surrounding the incident, and cooperate with the Operator, any investigating

**governmental authority, and Operator's insurance company in their investigation of the incident or accident.**

**This is to certify that I have read, understand, and will comply the Rental Agreement and all its covenants, restrictions, and requirements. I acknowledge that I have received a copy of this agreement.**

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**If the person signing above is a minor child, a parent or legal guardian must also sign below accepting all terms and conditions on behalf of their minor child and sign the Atlas Aviation Parental Consent Form.**

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_

**Printed Name:** \_\_\_\_\_



# Atlas Aviation

"Supporting the World of Aviation"

## Signature on File & Credit Card Billing Authorization Form

Name (Individual or Business) \_\_\_\_\_

Tail # \_\_\_\_\_ Aircraft Make \_\_\_\_\_ Aircraft Model \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Office/Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_

Billing Address for Credit Card: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date \_\_\_\_\_

CVV: \_\_\_\_\_

**THE FOLLOWING MUST BE COMPLETED BY THE CARDHOLDER FOR THE CREDIT  
CARD INDICATED ABOVE AND SIGNED BY THE AUTHORIZED USER ONLY**

I, \_\_\_\_\_ Authorize **ATLAS AVIATION** to process the  
above credit card as "Signature on File" for all services and/or products provided.  
Please list any additional persons authorized to charge services to this card:

1. Name: \_\_\_\_\_ PHONE: \_\_\_\_\_

2. Name: \_\_\_\_\_ PHONE: \_\_\_\_\_

3. Name: \_\_\_\_\_ PHONE: \_\_\_\_\_

CARDHOLDERS SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_