



New Kent Aviation, LLC

Flight School & Aircraft Rental Agreement

Insurance: The pilot is responsible for any damage that occurs between the time the aircraft is dispatched and the time the aircraft keys are returned to New Kent Aviation, LLC unless that damage is a direct result of mechanical failure and the pilot has made every reasonable attempt to prevent, correct or compensate for the failure. Pilots are also responsible for any damage done to persons or property other than the insured aircraft and loss of use of the rental aircraft. Renter's insurance, which will cover the deductible and provide additional liability insurance, is available from several sources and is highly recommended.

Aircraft Use: NKA rental aircraft will be used for the purpose of pleasure or personal business flying only. Flights for the purpose of compensation or hire are prohibited. The pilot who has received an aircraft checkout is the only pilot that is authorized to fly the airplane. Dual instruction by non-NKA flight instructors is prohibited without written consent of the owner. Pilots will observe all federal, state and local regulations and will obtain weather reports and forecasts prior to any flight.

Over Water Flights: Flights over water beyond power-off gliding range to land are prohibited.

Flights Outside the US: Flights outside of the United States are prohibited.

Right to Refuse Service: New Kent Aviation has the right at any time to refuse service to anyone.

Smoking: There is no smoking allowed in any of the aircraft, in the terminal building or on the ramp. Smoking is allowed outside by the parking lot.

Pilot Currency: In order to meet NKA currency requirements, the pilot's file (or log book at NKA's discretion) must reflect a flight in the same make and model aircraft in the past 90 days. When a pilot no longer meets these currency requirements, a NKA instructor must fly with the pilot for a recurrency flight. If a pilot holds an instrument rating and wishes to exercise IFR flight privileges in a NKA aircraft, the pilot is responsible for meeting all FAA instrument currency requirements.

Medical and Flight Reviews: All pilots are required to maintain and provide NKA with a copy of their current & valid medical certificates (or a driver's license for light sport aircraft), flight reviews, and instrument proficiency checks (if applicable) while renting NKA aircraft.

Initial Aircraft Checkouts: All pilots must be checked out by a NKA flight instructor, prior to their first rental, in each make and model aircraft they desire to rent. If a pilot holds an instrument rating and wishes to exercise IFR flight privileges in a NKA aircraft, the pilot must demonstrate instrument proficiency as part of their initial checkout.

Ground Instruction: Pilots will normally be billed for the full time they have their instructor scheduled. For example, during a two-hour lesson, if the flight is 1.5 hours the pilot will be billed 0.5 hours of ground instruction. Ground instruction is time the instructor spends with a pilot briefing, debriefing, lecturing, standing by, supervising, checking weather, and pre-flighting (supervising or assisting).

Pilot Files: Pilot files are kept on all customers. Please update your file as necessary with new addresses, home or work phone numbers, copies of new pilot certificates and ratings, flight reviews and medical certificates. Pilot files are maintained in filing cabinets and are in a locked room when unattended at night.

Aircraft Log Books: The maintenance logbooks can be checked out for pilot review or as needed for a checkride. The logbooks must be returned promptly after your check ride to a New Kent Aviation employee.

Aircraft & Instructor Scheduling: Pilots may schedule themselves for aircraft rental & instruction online, in person or by phoning NKA to schedule. For all cross country flights please include your intended destination airport(s) in the comments section when scheduling an airplane. Special requests such as specific fuel loading or headset requests may be placed in the comments section as well.

Aircraft Rental Minimums: A minimum 1 hour of flight time will be billed for every 3.5 hours rented. Minimum time does not apply between 6:30PM and 8AM. Minimums will be waived for maintenance difficulties or at NKA's discretion.

Schedule Cancellation or Modification: If you are unable to use the aircraft at the time scheduled, please call NKA as soon as possible so we can free the aircraft for other pilots. If you need the aircraft longer than originally scheduled, please check the schedule or call us first. Do not assume the airplane is available. If you have not shown up for your scheduled flight time within fifteen minutes, the aircraft may be made available to other customers. To maximize the schedule or due to maintenance, NKA may change your reservation to another aircraft with the same make and model without notification. If your scheduled airplane goes in for maintenance and there isn't another airplane available, NKA will contact you for further instructions. At NKA's discretion, pilots may be billed a fee of \$100 for any of the following:

- No-Show: A pilot who doesn't show or is greater than fifteen minutes late for a scheduled lesson.
- Late Cancellation: Pilots have until 3:00 PM the day before to cancel a lesson without penalty.
- Late Return: Pilots returning more than 15 minutes past their scheduled time block.

Before & After Hours Rentals: Pilots wishing to depart before normal business hours will need to make special arrangements with NKA the day before their flight. For after hour rentals, financial arrangements must be made in advance. When returning after hours, the aircraft book is left on the seat of the aircraft and the key is placed in the lock box. The invoice is completed the following morning and your copy will be emailed to you.

VFR weather minimums:

- Traffic Pattern
 - 1,300' ceiling
 - 3 miles visibility dual, 4 miles visibility solo
- Practice Area (ground reference maneuvers)
 - 1500' ceiling
 - 3 miles visibility dual; 5 miles visibility solo
- Practice Area (other maneuvers)
 - 2000' ceiling dual, 3000' ceiling solo (add 1000' when practicing stalls)
 - 3 miles visibility dual, 5 miles visibility solo

- Cross Country
 - 3000' ceiling dual or private, 4000' ceiling certificated student solo
 - 3 miles visibility dual, 5 miles visibility private pilot or better, 7 miles certificated student pilot solo
 - Maximum wind 30 kts dual, 25 kts private or better, 18 kts certificated student pilot
 - Crosswind 20 kts dual, the max demonstrated component for the aircraft being flown for private or better, and 8 kts for certificated student pilot solo.

IFR weather minimums:

- Take-off minimums: In addition to any published procedures, actual conditions (if reported) must be at or above landing minimums (visibility & ceilings) for the departure airport or an airport within 10 nautical miles of the departure airport.
- Landing minimums: Prior to takeoff, the forecast must be at or above landing minimums (visibility & ceiling) for all airports of intended landing at the estimated time of arrival. Prior to beginning an approach to land, visibility (if reported) must be at or above the published minimums.

Other weather restrictions:

- Flight into known icing conditions is prohibited.
- Flight into areas of known severe or extreme turbulence is prohibited.
- Thunderstorms must be avoided by at least 10 miles. Severe storms with tops above 35,000' must be avoided by at least 20 miles.
- All snow, ice, and frost must be removed from the aircraft prior to flight.

Weather: If weather is a problem, please notify NKA as soon as possible. If you are unable to return due to weather and need to arrange alternate transportation, please do so. Never be influenced by "get-home-itis" or fly in weather you're not comfortable or qualified to fly in. If an aircraft is left at a different airport, you are responsible for return of the aircraft. In some cases, you may need to pay for another pilot and aircraft to retrieve the plane. If unforeseen weather impedes your flight, minimum rental charges and late arrival fees are waived.

Solo Student Pilot Dispatching: Student pilots must be dispatched the day of departure by a NKA instructor for cross country flights & must plan to be on the ground at W96 one hour before sunset. Student pilots are required to file a flight plan with FSS for all cross country flights and copies of the plan must be left with NKA. Upon arrival at W96, student pilots will close their flight plan with FSS.

Preflight: Pilots will inspect and make a ground check of the aircraft, its equipment and accessories before takeoff and will not accept said aircraft until they are satisfied as to its airworthiness and proper functioning of said equipment and accessories.

Aircraft Tires: Pilots are responsible to check aircraft tires prior to each flight to ensure there are no bald spots with cord showing. If an airplane is grounded for a flat tire or bald spot with cord showing, the last pilot to fly the airplane will be billed for the full cost of the tire replacement (labor and parts).

Maintenance Discrepancies During Rentals Away From W96: Upon noting a discrepancy, call NKA immediately at (804) 932-4220 for further instructions. Pilots are not permitted to tamper with or attempt to repair any part of the airplane or its accessories but will contact NKA immediately upon noting the maintenance discrepancy. All off-site maintenance must be authorized by NKA prior to any maintenance being performed on the aircraft. The pilot will coordinate with NKA on the return of the airplane to W96 once the maintenance discrepancy has been repaired.

Accidents & Incidents: Pilots will report all accidents and incidents, major and minor, to NKA at once, together with the names and addresses of witnesses and involved parties. In the event of an accident or incident, do not move the airplane unless expressly authorized to do so by NKA.

Securing of Aircraft: At the end of a flight, NKA aircraft must be returned to their assigned parking spot (if at W96), pushed back by using the tow bar, control lock installed, pitot covers installed, windows closed and doors locked. Kicking the front nose wheel, pushing on the spinner, or pushing the tail of the aircraft are not acceptable methods of moving the airplane. If tie downs are unavailable where you are going, please bring your own or use chocks. Chocks alone are not to be utilized for extended periods of time or during high winds. Airplanes will be returned with no other than normal wear and tear. If the aircraft has sustained any damage or other than normal wear and tear, please advise a NKA representative immediately.

Aircraft Cleanliness: Pilots are responsible for returning the aircraft with a clean interior. If trash or other items are left in the aircraft, a \$10 cleaning fee will be assessed. Failure to thoroughly clean up liquid spills, including bodily fluids, will result in a \$100 cleaning fee. Animals (other than service animals) are not allowed in NKA aircraft at any time.

Battery Failure: In the event the master switch is left on after a flight by a pilot, causing a dead battery, the pilot will be charged \$50 for the repair.

Fuel Reimbursement: All fuel and oil purchased at airports other than W96 will be reimbursed at no more than the posted rate at W96. NKA does not pay for landing, tie down, or other miscellaneous taxes or service charges.

Payment: Payment for all service is required at the time of service. NKA accepts Master Card, Visa, Discover, personal or company checks, traveler's checks and cash.

Pilot Signature	Date
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Printed Name _____ Signature of Parent or Guardian if under 18 _____