

T-CRAFT AERO CLUB POLICY

1. All members must supply the club with a photocopy of an approved government photo ID and a DMV (Division of Motor Vehicle) driving report at or before their orientation tour and before lock combination is issued.
2. All pilot members must supply the club with a photocopy of their Medical Certificate, Pilot Certificate, most recent Flight Review endorsement, and logbook endorsement for appropriate aircraft sign-off (C150/152, C172, and/or C182) at or before their orientation tour and before the membership card or lock combination is issued. New student pilots can provide these documents to the club as they are earned.
3. Each member must have attended a club function within the past 90 days to be eligible to fly club aircraft.
4. All instructors for members utilizing T-Craft aircraft must go through a screening and orientation before being approved by the Board of Directors. Prior notification and Board approval is required for instructors used at controlled flying seminars or courses.
5. Each member must furnish a photo copy of all necessary logbook endorsements required by the FAA and insurance policy before acting as PIC in club aircraft.
6. - 9. Removed
10. Any pilot, regardless of flying time, desiring to use backcountry landing strips must adhere to the T-Craft Back Country Flying Policy.
11. Any member of the immediate family of a member in good standing may fly up to ten total hours with a club approved flight instructor after being approved by the Board of Directors.
12. Requirements for upgrade from Class I to Class II membership include:
 - a. Minimum 100 hours total time logged.
 - b. \$300.00 additional membership fee.
 - c. Five hours minimum dual instruction in a 182.
 - d. Photocopy of logbook endorsement of sign-off be sent to club.
13. Upon a rating upgrade for Commercial, IFR, CFI, CFII, the member shall produce photocopies of all dual log entries and photocopy of the new pilot certificate. A \$5.00 reimbursement will then be given for each hour of dual instruction taken in T-Craft aircraft pertaining to that rating.
14. All aircraft scheduling must be done through Schedule Master. Schedules can be made up to 90 days in advance. Members are limited to 480 hours (20 days, 28,800 minutes) total time within any 90 day period, unless otherwise approved by the board.
15. All reserved aircraft must be cancelled if the reservation cannot be kept. One hour per day at the scheduled aircraft rate may be assessed at the discretion of the Board for failure to do so.

16. Reserved time shall be lost unless the member picks up the aircraft within 30 minutes after the time scheduled.
17. A member unable to return the aircraft as scheduled shall contact a Board member.
18. The Hobbs Meter will be used to determine flying time. If you can see any part of the next number, you buy it.
19. After each flight, the interior and the leading edges to be cleaned and spray waxed. One-half hour at the hourly rate will be assessed for failure to do so.
20. Out of town tie-down fees are to be paid by the member flying the aircraft.
21. If any hazardous malfunction occurs, the pilot shall placard the aircraft and immediately notify the Board member in charge of aircraft maintenance. If he cannot be reached, notify one of the other Board members.
22. No parking is allowed next to the hanger on the north or south sides. Any city fines and towing fees will be the responsibility of the person cited.
23. Removed 4/28/09
24. It is the responsibility of each member to abide by club policy. Failure to do so will be cause for disciplinary action. Reference Article III, Paragraph 5, Constitution and By Laws.
25. The Liability and Hull Insurance policy is available at www.t-craft.org. Hard copy is available on request. The scheduling member is responsible for the Hull insurance deductible.
26. A \$10.00 late fee will be added to your account if your invoice is not paid on the 20