
T-CRAFT AERO CLUB POLICY

1.0 MEMBER/APPLICANT DOCUMENTATION REQUIREMENTS

1.1 Membership Type

1.1.1 Individual

1.1.2 Family

1.1.2.1 Family memberships are available to the immediate family of a club member in good standing. Family memberships are limited to 3 total members, the primary or sponsoring member and 2 additional *family* members. A family member is defined as the spouse, child or sibling of a club member in good standing. Family Membership members must meet the same obligations as an individual member with the following clarifications.

1.1.2.2 **Delinquent Member** – If any member’s account is delinquent all members of the family membership will be subject to suspension of flying privileges.

1.1.2.3 **Inactive Sponsor Member** – If the sponsor member is inactive the other members of the family membership will continue with full membership privileges.

1.1.2.4 **Inactive Family Member** – Family members may request inactive status and will be subject to the monthly fee but will not be charged the use it or lose it hour while granted inactive status.

1.1.2.5 **Use it or Lose it** – Use it or lose it applies to each member of the family membership.

1.1.2.6 **Invoicing** – Each member is invoiced separately and a copy of each invoice is sent to the sponsor member.

1.1.2.7 **Initiation Fee Refund** – Initiation fee refunds are handled the same regardless of membership type.

1.1.2.8 **Reservation Restrictions** - During high use months June 1st – September 30th, members associated through the family membership option follow the 90 day advance reservation policy for the first aircraft reserved for a specific time period but may only reserve an additional aircraft for the same time period 7 days in advance.

1.1.2.9 Fee Structure:

1.1.2.9.1 Individual (Sponsor) membership - \$ 70.00/month

1.1.2.9.2 Family membership - \$ 25.00/month (Limit 2 per sponsor)

- 1.2 All members must supply the club with the following at or before their orientation tour and before the lock combination is issued;
 - 1.2.1 Photocopy of an approved government photo ID
 - 1.2.2 DMV (Division of Motor Vehicles) driving report
 - 1.2.3 Student pilots must provide a copy of their birth certificate or US passport
 - 1.3 All pilot members must supply the club with the following additional documentation before their orientation tour and before the membership card or lock combinations is issued;
 - 1.3.1 *Photocopy of their Medical Certificate,
 - 1.3.2 *Photo Copy of their Pilot Certificate,
 - 1.3.3 *Photo Copy of their most recent Flight Review endorsement
 - 1.3.4 *Photo copy of logbook endorsement(s) for appropriate aircraft sign-off (C150/152, C172 and/or C182)
- *New student pilots can provide these documents to the club as they are earned.

2.0 MEMBERSHIP CLASSIFICATIONS AND UPGRADES

2.1 CLASS I

Class I members are eligible to fly club 152 and 172s with the proper endorsements. Club policy requires that all members be signed off for the aircraft they will be flying by a club approved instructor.

Class I membership requires a onetime \$500.00 fee. Payment of this fee along with acceptance of your application by the board and general membership makes you a fractional owner in the club aircraft!

2.2 CLASS II

Class II members are eligible to fly any club aircraft. Requirements for Class II membership are as follows;

- 2.2.1 Minimum of 100 hours total flight time
- 2.2.2 \$800.00 membership fee (for Class I members upgrading to Class II the fee is \$300.00)
- 2.2.3 Five hours minimum dual instruction in a 182 with a club approved instructor, or with current prior experience, a proficiency check by a club approved instructor
- 2.2.4 Photocopy of logbook endorsement sign-off on file with the club

2.3 RATINGS UPGRADE INCENTIVE

Upon a rating upgrade for Commercial, IFR, CFI, or 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.

3.0 REQUIREMENTS

3.1 PILOT IN COMMAND REQUIREMENTS

To act as PIC in T-Craft Aero Club aircraft a member shall meet the following requirements in addition to the applicable FARs for acting as PIC;

- 3.1.1 Have appropriate and current documentation on file with the club as described in Member/Applicant Documentation section of the T-Craft Aero Club Policy
- 3.1.2 Shall have attended a club function within the last 90 days
- 3.1.3 Shall have a current year's insurance questionnaire on file with the club

3.2 INSTRUCTOR REQUIREMENTS

All instructors for members utilizing T-Craft aircraft shall;

- 3.2.1 Complete and Submit the T-Craft Instructor Application and Agreement
- 3.2.2 Complete the T-Craft Instructor Screening and Orientation
- 3.2.3 Be approved by the T-Craft Board of Directors

4.0 MEMBER DUTIES/REQUIREMENTS AND EXPECTATIONS

It is the responsibility of each member to abide by all club policies. Failure to do so will be cause for disciplinary action. Reference Article III, Paragraph 5, Constitution and By Laws.

- 4.1 There shall be No Commercial use of T-Craft Aircraft
- 4.2 All pilots regardless of flying time, desiring to use backcountry landing strips shall adhere to the T-Craft Aero Club Backcountry flying Policy.
- 4.3 All T-Craft aircraft shall be scheduled through Schedule Master
- 4.4 Schedules may be made up to 90 days in advance
- 4.5 No member shall schedule more the 480 hours (20 days, 28,800 minutes) total time within a 90 day period without prior approval by the board.
- 4.6 All reservations shall be cancelled if the member is unable to keep the reservation (fly the aircraft). One hour per day at the scheduled aircraft rate may be assessed at the discretion of the board for failure to do so.
- 4.7 Reserved time shall be lost unless the member picks up the aircraft within 30 minutes of the scheduled reservation start time.
- 4.8 A member shall contact a board member if unable to return the aircraft as scheduled
- 4.9 The Hobbs Meter shall be used to determine flying time. If any part of the next number is visible, this is the number you will use to calculate your flight time.
- 4.10 Following a flight members shall;
 - 4.10.1 Clean and Spray wax all leading edges
 - 4.10.2 Clean all windscreens
 - 4.10.3 Remove all trash from the cabin of the aircraft
 - 4.10.4 Vacuum the cabin of the aircraft as necessary
 - 4.10.5 Failure to do complete items in 4.9 may result in a charge to the member's account of one half the scheduled hourly rates.

- 4.11 Out of town tie down fees are to be paid by the member flying the aircraft.
- 4.12 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 the member shall notify one of the other board members.
- 4.13 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.
- 4.14 The scheduling member is responsible for Hull Insurance deductibles. The Liability and Hull Insurance policy is available at www.t-craft.org or a hard copy may be made available upon request.
- 4.15 Any member that damages an aircraft due to their own negligence shall pay all cost for parts and labor up to \$500.00.
- 4.16 A member who continues to fulfill their obligations as directed by the club Constitution and By-Laws, Policies and Procedures and pays their flying account each month as agreed to by signature on the membership application, shall be considered a member in good standing.

5.0 BILLING

- 5.1 The billing period shall be from the 26th of each month to midnight the 25th of the following month.
- 5.2 Payment is due by the 10th of the month following the statement period.
- 5.3 A \$10.00 late fee is assessed to your account if your invoice is not paid by the 20th of the month following the billing date.
- 5.4 For active members in the monthly invoice shall consist of;
 - 5.4.1 Monthly Dues
 - 5.4.2 Accrued flying charges
 - 5.4.3 1 hour of 152 time at the scheduled rate (to be credited against flying charges accrued in the same billing period), this is considered a “use it or lose” hour intended to encourage members to fly frequently to stay proficient.
 - 5.4.4 Any applicable late fees, penalties or other charges as allowed by T-Craft Aero Club’s Constitution and Bylaws and other T-Craft Aero Club policies.
- 5.5 For inactive members the monthly invoice shall consist of;
 - 5.5.1 Monthly Dues
 - 5.5.2 Any applicable late fees, penalties or other charges as allowed by T-Craft Aero Club’s Constitution and Bylaws and other T-Craft Aero Club policies.
- 5.6 Winter flying hours: during the months of December, January and February the monthly “use it or lose it” minimum flying charges may be combined for credit in any of these months. For example, if a member did not fly in December or January but flew the equivalent of 3 hours of 152 time in February, the December, January and February “use it or lose it” credits would be applied to the February billing period. The same is true if the 3 hours were flown in December.
- 5.7 Resigning members are responsible for payment through the last billing cycle, but will be billed through the 25th of the current billing cycle if he/she chooses to fly prior to Board approval.

- 5.8 T-Craft Aero club Inc. shall reimburse pilots for offsite fuel purchases at the current monthly rate which T-Craft pays for fuel at Nampa. The difference will be the responsibility of the individual pilot.
- 5.9 The Board of Directors is to select a responsible individual (any member in good standing) to conduct a quarterly audit of the Corporations.

6.0 PINCH HITTER COURSE

To promote flying and safety T-Craft Aero Club provides the opportunity for the immediate family of members to receive actual pilot training. To be eligible for this opportunity the individual shall;

- 6.1 Be the immediate family member of a T-Craft Aero Club member in good standing
- 6.2 Be approved in advance of the training by the board
- 6.3 Use a T-Craft approved Flight Instructor
- 6.4 Receive up to but not to exceed 10 hours of flight instruction in a T-Craft aircraft