



# Rental Agreement

INITIAL

## 1. FLIGHT ACCOUNTS

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There are no membership fees or dues. Each member has a flight account and **must maintain a positive balance of at least \$100.00**. Any member whose flight account balance is below \$100.00 will not be permitted to schedule or fly club aircraft. It is the member's responsibility to keep track of their account balance. Flight account deposits may be made at any time by submitting cash, check, debit card or credit card (VISA / MasterCard and Discover only) in U.S. funds. Flight accounts will be debited according to the current rental rates, which are posted on rate sheets in the flight school office as well as on the school's scheduler website. All aircraft rental rates are "wet" rates (fuel and oil are included) based on Hobbs hour meter time or 130% of the maintenance meter time, whichever is greater.

### Flight Account Bonus Plan

Pre-payment of at least \$5,000.00 into a flight account will earn a bonus of 5%\*

Pre-payment bonus does NOT apply towards the rental of Cirrus, Diamond, or Multi-Engine Aircraft.

\*Bonus is applied only if the member's account is positive at the time of pre-payment. **Bonus is for cash, check, or pin-entered debit deposits only.** Bonus does not apply to one-time rentals. Bonus must be used and cannot be refunded as cash.

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## 2. INSURANCE AND OTHER COSTS

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ECAC maintains an insurance policy from a well-respected aviation provider. Our current coverage is \$2,000,000 combined single limit and full hull value is insured or self-insured. Each pilot is covered for \$300,000 per occurrence liability as an additional insured. Pilots also receive a waiver of subrogation from our insurance company. Pilots who damage an aircraft are responsible to pay at least \$5,000 on fixed gear aircraft, \$15,000 for complex, Diamond, and C182 aircraft, \$30,000 for Cirrus aircraft or up to the full value of any non-owned insurance policy the pilot holds, whichever is greater. Pilots may want to consider purchasing a Non-Owner Aircraft Policy. Contact the Aviation Insurance Agency in Bedford, Massachusetts at (781) 274-0303 for further information. Other miscellaneous costs relevant to recreational flying include FAA medical examiners' fees, landing fees, foreign airspace and US customs fees, FAA designated flight examiners' fees, FAA written test fees, books, and supplies.

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## 3. DAMAGE, DISCOVERY, AND REPORTING

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It is mandatory for pilots to carefully inspect the aircraft before and after each flight in order to detect any damage. Any damage noticed during the pre-flight inspection or that may have occurred during the course of the flight must be promptly reported to East Coast Aero Club management. The renter understands and agrees that any damage found post-flight on the aircraft will be considered their responsibility unless the renter via email made proper reporting prior to flight.

The renter further acknowledges that failure to inspect and report any damage found on the aircraft may result in liability for the costs incurred for repairing said damage. It is the renter's responsibility to ensure the aircrafts condition before, during, and after each flight to maintain its airworthiness and safety.

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Norwood, MA 02062  
(781)-278-8800  
ecacowd@gmail.com

200 Hanscom Drive  
Bedford, MA 01730  
(781)-274-6322  
ecacbedford@gmail.com

117 Perimeter Road  
Nashua, NH 03063  
(603)-595-1395  
flyecac@gmail.com

#### 4. CHECKOUT AND CURRENCY REQUIREMENTS

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Each renter will fly with a club flight instructor for a (minimum) one-hour initial checkout in **each make and model** of aircraft they wish to fly as Pilot in Command and obtain authorization from that flight instructor to rent. In addition to the initial checkout, renters must fly with an ECAC flight instructor at least once per year to maintain currency. All members must maintain currency in each make and model of club aircraft they wish to fly as Pilot in Command by flying at least one hour every sixty (60) to ninety (90) days in that make and model of club aircraft depending on their qualifications. If a member's currency lapses, they may regain it by flying with a club flight instructor and obtaining another authorization to rent. Please note that currency in one make & model of aircraft does not imply currency in another.

In addition, each member must meet all FAA currency requirements for carrying passengers, flying under Instrument Flight Rules or in Instrument Meteorological Conditions, and flying at night. A club flight instructor will not grant authorization for a pilot to fly as Pilot in Command, regardless of that pilot's flight time or licenses, if they do not feel the pilot is capable of flying safely as Pilot in Command of the particular aircraft. Complex and high performance aircraft will have additional requirements for pilots to act as Pilot in Command. These requirements will be made available upon request.

#### 5. CLUB RULES, OTHER FEES, AND PENALTIES

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- Any pilot who acts in an unsafe manner in the air or on the ground, who knowingly violates any of the Federal Aviation Regulations, who knowingly violates a club rule, who fails to keep up with ground or flight school assignments, or who is unable to maintain the required flight account balance may, at the discretion of the club President, have their rental privileges terminated.
- The cost for a check returned by our bank for any reason is \$35.00.
- Any member who fails to keep a scheduled flight appointment without giving 24 hours notice to their flight instructor as well as the office personnel, may be charged a "No Show" fee of \$100.00 for every two hours of time reserved (\$50.00 per hour), up to a maximum of \$300.00. The flight instructor or office personnel may waive this fee if the time slot can be filled by another member.
- All aircraft must be tied down in ECAC tie-downs spots. Any member who, unless so directed by ECAC personnel, fails to cover (canopy covers or cowling covers), install gust locks, tie down, park in an ECAC spot, or call for the re-fueling of an aircraft after they use it may be fined \$25.00 for each occurrence. Any member who fails to turn off the master switch, may be charged \$150 to have the battery recharged by maintenance.
- At any time, a member may request in writing a refund of the remaining balance on their flight account (minus any bonuses) and such balance will be returned within thirty (30) days of receipt of such letter by the club president.
- **Daily Aircraft Minimums** - Any aircraft scheduled for eight (8) hours or longer in any 24-hour period will be charged for a minimum of three (3) flight hours, even if the aircraft is returned early. Any aircraft scheduled for two (2) to seven (7) hours, will be charged for a minimum of one (1) flight hour. Exceptional circumstances will be judged by ECAC Management on an individual basis
- **Daily aircraft Minimums (Warriors/172's):** The minimum solo rental charge for any reservation is 1 hour. Reservations of 2 hours or greater in a calendar day will be charged half the time booked up to 4 hours per 24 hour period.

- Each pilot is required to request fuel from the FBO after every flight. **Note: Only Piper Warriors and Cessna 172 aircraft are to be topped off.** All other aircraft must be filled to tabs after each flight (For weight and balance purposes).
- Members will document any maintenance problems encountered on ECAC squawk sheets and report such squawks to office personnel (please be as descriptive as possible). No maintenance may be performed on any aircraft without prior permission from ECAC Management. If an aircraft is returned with a maintenance issue after the office is closed, please leave a message about the discrepancy on the answering machine so we can prevent the dispatch of an unairworthy aircraft. All members will operate aircraft in a maintenance conscious manner. This includes assuring the engine compartment(s) has been preheated (in cold weather) prior to engine start.
- Pilots who purchase fuel while on cross country flights will be reimbursed at the current reimbursement rate posted in the office or at the full purchase price, whichever is less.
- Any pilot who is unable to return an aircraft back to the starting base after a flight will be held responsible for ferry costs to return the aircraft, including aircraft rental time and instructor / pilot charges.
- Only 100LL aviation fuel is to be used in club aircraft. Auto gas is not permitted in club aircraft.
- Pilots accept all risk of mechanical breakdown at airports away from the rental base as if it was their own aircraft. ECAC is not responsible for recovery to the departure base, substitute transportation, or any consequential damages. By departing on a flight, the pilot acknowledges that the aircraft was in an airworthy condition. ECAC will assist to the extent possible to help stranded pilots.
- ECAC is not responsible for any pilot's failure to comply with FAA, Customs, or other governmental regulations. It is the pilot's responsibility to be aware of and comply with any documentation, equipment, or other requirements pertinent to their proposed flights.
- There is no smoking allowed in any ECAC aircraft! There are no animals allowed (dogs, cats, etc.) in any ECAC aircraft! We expect aircraft to be used and returned in a clean condition. A cleaning fee may be charged for especially dirty aircraft (due to vomit, trash, food / beverage spills, etc.).
- Runway Minimums – Except in the case of an emergency, members are permitted to land ECAC aircraft only on runways meeting the following criteria: 1) 3,000 feet or more in length and 2) Hard paved & improved (no grass or ice). Exceptions will be made on a case-by-case basis. See the office staff for details. Pilots take aircraft with wheel pants to grass fields at their own risk and are responsible for any damage.
- Instruction in ECAC aircraft may only be given by ECAC instructors; instruction must be charged through the member's flight account. Rental aircraft are to be used for the pilot's pleasure and business. No commercial operations are permitted.

ECAC President reserves the right to alter, modify, amend, remove, waive, or add any rule by notifying all pilots. Any pilot who flies a club aircraft after receipt of notification has, by implication, acknowledged and accepted such change.

## **6. SCHEDULING**

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All flight time will be scheduled on a first-come, first-served basis. All flight time will be scheduled either via the member's online account or by calling the office. The office is staffed 7 days per week. The schedule will be maintained thirty (30) days in advance. The following scheduling rules are in effect:



- Reservations made for more than 3 hours require a destination and the number of hours you expect to fly.
- Reservations made for eight (8) hours or more require completion of a trip agreement and may require an additional deposit.
- Aircraft may be re-assigned if a member does not call or arrive within 30 minutes of the scheduled time.
- Although we make every effort to provide members with the aircraft requested, we will at our discretion move reservations from one aircraft to another in order to schedule maintenance, accommodate late arrivals, and to make more aircraft available to more members.
- Aircraft that do not return at their scheduled time create a problem for everyone. ECAC may charge double the hourly rate for the amount of time any aircraft does not return at its scheduled time. This charge is in addition to the flight time.

## **I. ACCEPTANCE**

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I have read and understand the rules set forth in this agreement. I accept these terms and agree to abide by them. I agree to pay all debts and charges due to East Coast Aero Club.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_

## **II. MEMBER INFORMATION**

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Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Primary Phone \_\_\_\_\_ Email \_\_\_\_\_

Pilot Certificate Held \_\_\_\_\_ Certificate # \_\_\_\_\_

MC/Visa/Discover \_\_\_\_\_ Exp \_\_\_\_\_

Security Code \_\_\_\_\_ Billing ZIP Code \_\_\_\_\_

## **III. EMERGENCY CONTACT**

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Name \_\_\_\_\_ Relation \_\_\_\_\_

Primary Phone \_\_\_\_\_ Secondary Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**THIS PAGE IS TO BE COMPLETED BY ECAC ADMINISTRATION ONLY**

Member Name \_\_\_\_\_

Completed by (Staff Name) \_\_\_\_\_

Date \_\_\_\_\_

**TSA Compliance**

Passport Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

**-OR-**

Birth Certificate DOB \_\_\_\_\_

Agency \_\_\_\_\_

Photo ID Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

**Administrative Intake**

Billing Account Date (DOS/QB) \_\_\_\_\_

Aerocalander \_\_\_\_\_

Medical Certificate Inspection \_\_\_\_\_

Pilot Certificate Inspection \_\_\_\_\_