



1. DON'T HIT NOTHIN' 2. DON'T DO NOTHIN' STUPID 3. SEE #1

You'd think that would be all the club rules we need, wouldn't you?

Club Rules and Procedures

All California Airways members are required to:

- Comply with all Federal Aviation Regulations, regulations and ordinances of Hayward Airport, and all regulations and ordinances of any airport to or from which you operate.
- Operate all aircraft in accordance with the Manufacturer's Operating Handbook and all placards, and in a safe and courteous manner.
- Report any accident or incident, or any violation or citation by the FAA immediately to club management.
- Ensure that club aircraft under your control aren't operated outside the borders of the contiguous United States unless you receive prior permission from club management.
- Ensure that club aircraft under your control aren't operated for compensation or hire, and aren't operated by any person other than authorized by club management.
- Receive a checkout from a **club-designated** CFI in each model of aircraft that you plan to operate as pilot-in-command.
- Have logged flight time in California Airways aircraft within the previous **60 days** as pilot-in-command. In the case of high-performance or complex aircraft, within the previous **45 days** in the make and model of aircraft. Any member not meeting this currency requirement must satisfactorily demonstrate flight proficiency to a club-designated CFI.
- Before operating over mountainous terrain, or to airports with a field elevation of more than 3500' MSL, receive instruction in mountain-flying techniques and satisfactorily demonstrate these skills to a **club-designated** CFI. Previous logged mountain-flying experience may be substituted at the discretion of the chief instructor.

- File a flight plan with a nearby FSS for any trip exceeding 100nm by day, or 50nm by night.
- Advise club management of your destination when taking a club aircraft overnight.
- Club aircraft may **not** be operated from dirt, gravel, or grass runways without special permission from the chief instructor or club owner for each occurrence. At no time may club aircraft be operated at any unpublished landing sites.
- Return club aircraft promptly at the end of the scheduled period, unless permission to extend has been granted. (In case of dispute, make sure you have the name of the person who granted the extension.)
- Receive remedial instruction if, in the opinion of the chief instructor or club owner, it is required.
- Prior to flight, check the aircraft status board in the club office for aircraft status and deficiencies.
- Report any deficiencies or problems noted during flight on a 'Squawk' sheet so that maintenance personnel may be notified.
- Aircraft that are discovered to be damaged after your flight will be considered **your** responsibility unless you report the damage before moving the aircraft from its tiedown.
- Return all aircraft **FULLY FUELED**. Fuel discrepancies must be reported before flight.
- Pay all rental charges, dues, and other fees at the end of each flight unless prior approval is received from club management. (Extended trips will require a prior deposit.) Payment for aircraft rented will be expected at the time of return unless prior permission has been given by California Airways management.
- All club aircraft will be returned in an orderly condition: seat belts fastened, properly positioned and secured in the correct tiedown, control locks installed, garbage removed, and master switch turned off. The aircraft's POH, checklist, and time sheet must be returned to the office after each flight.
- **NO SMOKING** in any club aircraft.
- Report any unsafe, illegal, discourteous, or incompetent aircraft operation to the chief instructor, club owner, or dispatcher. Give time, location, and N-number.
- No-shows will be granted a 30-minute grace period, and then the aircraft will be released. A cancellation fee **will** be assessed.
- A **\$100 fee** will be charged for any person who leaves a master switch on after returning an aircraft.

- A \$25 fee **will** be assessed on no-shows and non-weather cancellations that occur less than 24 hours before scheduled departure. Flights before 10:00 a.m. must be cancelled during the previous day to avoid this fee, unless weather factors apply.
- Aircraft scheduled for more than 8 hours on a weekend day will be charged a minimum of 3 hours' flight time.
- Aircraft scheduled overnight during a weekday will be charged a minimum of 2 hours' time.
- Any trips in excess of 500 nautical miles will be executed by a separate agreement prior to the trip, or the renter may be held liable for any and all maintenance expenses occurred while away from Hayward.
- All blocktime returned to a customer will be subject to a 20% reimbursement charge.
- There is a \$35.00 charge for all returned checks.

These rules and procedures are designed for the mutual protection and enjoyment of all club members. As a member, you are responsible for club property in your control, and for complying with these rules and procedures. They may be changed by California Airways management as the need arises.

There, we got all that out of the way. Now get out there and **have fun!**

