

NFC Aircraft Rental Rules

The NFC offers a club aircraft for rent (recreational purposes and occasional flight instruction - see limitations under "Instruction" only). To be eligible as a renter, you must be a NFC Member in good standing, then apply to be a 'Club Rental Member'.

1. Club Rental Member

- a. **Application:** Each prospective member must complete and sign the Club Rental Member Application
- b. **Rental Fee:** an annual non-refundable rental maintenance fee, due by May 1st, will be charged to the Rental Members and is set by the Aircraft Rental Committee (ARC). This fee entitles the approved NFC member to rent the club's aircraft. The rate will be prorated for new members joining later in the year as follows:

Due May 1st	\$250
<i>Joining after July 1st:</i>	
July	\$208
August	\$188
September	\$167
October	\$146
November	\$125
December	\$104
<i>After January not prorated</i>	

- c. **Licensing:** you must provide a copy of a Valid and current Canadian Private Pilot License (or higher) showing up-to-date medical and training upon joining the rental pool. The ARC reserves the right to request current medical status at any time while a Rental Member
- d. **Check Ride:** At all times there will be at least 1 "Check Pilot" in the NFC membership. Once an application is received and reviewed by the ARC, contact information for the Check Ride pilot(s) will be given to the applicant. A new Club Rental Member will be required to contact a designated Check Pilot and arrange a check ride in the Rental Plane. The cost for the check ride will be the responsibility of the applicant at the current rental rate. There is to be no fee for the Check Pilot.

Once the application has been signed by a designated Check Pilot, it will be approved by the ARC. Payment of the rental maintenance fee is required before any further use of the aircraft. Once payment is received, access will be granted to the online booking system

2. Reservations

- a. All flying time shall be scheduled in advance by booking the Aircraft with the Club's online booking system as indicated in the Operational Procedures
- b. It is the responsibility of the Club Rental Member scheduling the reservation to cancel as soon as possible if they are unable to keep the reservation
- c. Renters may maintain a **maximum of three bookings** in the calendar at any given time. This is to help ensure availability to other renters
- d. No Club Rental Member shall keep the Club aircraft beyond the time scheduled, unless due to circumstances beyond their control e.g. unavailability of aircraft or weather related problems. You must call a member of the ARC if you are delayed.
- e. All flying time is paid immediately following the flight. (see Operation Manual for payment methods)

2.1. Overnight Provision

- a. The rental aircraft may be booked for a single overnight flight without a minimum flight time requirement
- b. Flights longer than one night are billed a minimum of 2 hours for each additional night. For example, the minimum billed hours for a flight of three nights is 4 hours plus the hours used for the first night
- c. The aircraft can be booked for a maximum of 7 consecutive days. Minimum hours billed for a 7 consecutive day flight are 12 hours plus the hours for the first day's flight. Consecutive 7 day bookings are not permitted
- d. Pilots are permitted to book the aircraft for over a long weekend (three nights) but are limited to one long weekend per calendar year without permission from the ARC. Minimum hour billing will apply

3. Pilot in Command

- a. Only the NFC Rental Member shall act as Pilot in Command when the Club's Aircraft is in their possession with the exception of an approved flight instructor as per Section 6
- b. For Club Rental Members to maintain PIC status, a 120-day currency is required, with a minimum of three (3) take-off and landings in the club aircraft during this period. Renewal of flying status will be at the discretion of the NFC check pilot in consultation with the ARC and may include a further check ride, with a minimum of three (3) take-off and landings

4. Flight Rules

- a. All flying shall be conducted in accordance with the Canadian Aviation Regulations (CARs), Local/Club Aircraft Rental Rules & Regulations, and the Aircraft Flight Manual
- b. The PIC shall check previous entries in the Journey Logbook to ensure the starting hourly Hobbs meter reading is correct
- c. The PIC shall be responsible for operating the aircraft with strict adherence to the weight and balance limitations as outlined in the Pilot Operating Handbook (POH)
- d. The PIC shall use designated pre-flight, pre-takeoff, cruise, pre-landing, & shut-down checklists
- e. Landings and Take-offs, except in the event of an emergency, are not permitted at non-registered aerodromes (not appearing in the Canada Flight Supplement "CFS")
- f. Except in cases of emergency, members will only attempt a take off or landing when the available surface exceeds the recommendations set out in the POH after accounting for winds, temperature, and density altitude
- g. Members will not operate the aircraft with more than four people on board, including themselves. Infants and children are included in this limit
- h. Members will not operate the aircraft outside of Canada, the Continental United States of America excluding Alaska, the Republic of Mexico, the Bahamas, The Islands of the Caribbean, or the French Islands of St. Pierre and Miquelon
- i. Members will have all passengers complete a liability waiver prior to commencing the flight, and will place the completed waiver in the hangar lock box before commencing the flight
- j. In the event of damage to the Aircraft, the PIC is responsible for reimbursement to the Club of all related costs NOT covered by insurance, such as the deductible portion of the insurance policy (currently at \$1,000) or negligent operation not covered by insurance. The PIC will not be liable for any damage to the Aircraft due to mechanical malfunction, unless the damage can be directly attributed to significant pilot error by the PIC at the time of damage
- k. The Nanaimo Flying Club will not be responsible for any personal costs incurred by the PIC or passenger(s) for meals, lodging or alternate transportation if any disruption of the original intended itinerary should occur
- l. In cases where the aircraft is left at another airport because of inclement weather, it is the responsibility of the PIC to ensure the return of the aircraft to the Nanaimo Flying Club as soon as practically possible in addition to any associated parking fees
- m. In the case where the aircraft is disabled due to a mechanical issue at another airport, the PIC will work with the ARC to arrange for repairs and either await the repair (if it can be completed in the same day) or, if more than one day, the ARC will arrange for recover of the aircraft. NFC is not responsible for any associated lodging or other travel expenses

5. Logging Time

- a. Flying time shall be computed for each flight with the aid of the Hobb's Meter, or a working clock if the Hobbs Meter is unserviceable
- b. The duration of each flight shall be computed from starting engine until the engine is stopped for parking, and recorded in the appropriate column in the journey logbook
- c. Payment is required at the end of each flight (see Operations Manual for procedure)

6. Instruction

- a. The club aircraft is permitted to be used for flight instruction related to the acquisition of an advanced rating (night or over-the-top) or currency training. The club aircraft is not to be used for primary flight or acrobatics training
- b. The member is responsible for arranging their own flight instructor and must provide an ARC member with the instructors name and license number before undertaking a training flight
- c. A flight instructor is not required to be a member of the Nanaimo Flying Club or the Rental Club to provide instruction

7. Compliance

- a. Any member found in violation of club rules is subject to removal from the rental pool
- b. In the case of a violation or suspected violation, a report can be made, by any member, to the ARC. The ARC will then investigate and report on a disciplinary recommendation to the Executive Committee
- c. The Executive Committee will decide on any disciplinary action that may be required that can include, but not limited to, temporary grounding or removal from the club rental pool
- d. Decisions made by the Executive Committee are binding and not subject to appeal

List of Revisions

2023-05-13: Rules adopted

2023-11-12:

- Pro-rated membership table added to Section 1.b.
- Section 2.1 Overnight Provision added
- Section 3.a added exception for flight instructors
- Section 4. l and k added regarding aircraft being left at another airport