

## US Sport Aircraft, Inc. (USSA)

### Policies & Procedures

#### Weather Minimums for Rental and Training in USSA Inc. Airplanes

Operation of USSA airplanes for VFR training or rental will be permitted only when at least the following meteorological conditions exist, and are forecast for the duration of the proposed flight:

Type of Training	Minimum Ceiling	Day Visibility	Night Visibility
Student Dual/Local	1,500 Ft	3 miles	3 miles
Student Solo/Local	3,000 Ft	5 miles	N/A
Student Dual/CX	2,500 Ft	3 miles	5 miles
Student Solo/CX	4,000 Ft	5 miles	N/A
Rental Pattern	1,500 Ft	3 miles	3 miles
Rental Local	per FAR's	per FAR'S	per FAR's

#### Surface Winds

Solo student pilot flights will not be approved when the wind/gusts are reported or forecast to be in excess of 12 knots or when a crosswind component greater than 10 knots exists, or is forecast to exist.

Dual flights are at the discretion of the instructor. However, no USSA airplane may begin a flight, dual or PIC, when the surface wind or gusts are reported or forecast to be greater than 25 knots. Additionally, no USSA airplane may begin a flight when surface winds (considering wind speed and direction) are reported or forecast to be in excess of the published crosswind for that airplane.

#### Procedure for Start Up and Taxiing on the Ramp

1. A pre-flight inspection will be made as directed by the approved Aircraft Operating Instructions (AOI/POH) and/or USSA Checklists prior to every flight.
2. In the event the airplane needs fuel, we keep a supply of 5 gallon red containers of Premium Auto Fuel in our hangar. Please use the large filter funnel when fueling airplane. Do not overfill or fill completely to the top, this will cause fuel to leak from the fuel vents. Oil should be taken from the flight school supply and recorded in the airplane time log.

3. Carefully push airplane out of hangar watching wing tips and tail. After airplane is completely outside away from any loose stones on the Ramp the airplane should be placed on the taxiway between the hangars. Please lower hangar door and keep open just enough for yourself to enter.
4. A fire extinguisher is available in a convenient location to be used in an emergency.
5. A voice call and visual inspection of the area should be made before the starter is engaged. The word "CLEAR" should be shouted so that persons within 25 ft. of the airplane will hear the call. Always allow 5 seconds after the call before engaging the starter. This will allow persons in the effected area to take proper action.
6. When an airplane engine is operating, no person may enter or exit that airplane except in an emergency.
7. All cross country flights in excess of 100 nautical miles are required to have an FAA flight plan on file and activated when airborne.

### **Additional Information about USSA Policy**

#### **Payment for Services Rendered**

Payment for flight time, instructor services, ground school, or supplies is expected in full at the time or receipt. Any service offered by USSA may be paid by cash, check, Visa or MasterCard. Discounts may be offered for payments made by cash or check. A returned check fee of \$25 per occurrence is in effect at all times.

Flights that are to return after hours are required to leave either a credit card on file, cash, or check with the flight school. Total hours used will be calculated the following day and the total invoice amount will be communicated to the PIC via telephone or e-mail.

#### **USSA Check-out Policy**

First time renters are required to present their pilot certificate, State issued Driver's License and current medical (medical only for Private Pilot and above privileges) for photocopying. A signed, completed pilot check out record, rental agreement and rental quiz must also be presented for flight school documentation. Additionally, a copy of applicable logbook endorsements and BFR's need to be included in our file. If night or instrument privileges are requested, currency must be shown in those areas. In the event currency requirements are not met, a USSA staff instructor will help you fulfill the requirements you need to conduct your planned flight.

**USSA requires a prospective renter to demonstrate aeronautical knowledge, airplane systems, and pilot skills to at least the level of the certificate you now hold. The POH for your airplane is available to help you answer questions about the airplane and its systems. If you are current in the category and class (S-LSA) you are renting, expect about 60 minutes of flight time for the check-out. First time renters in Light Sport Airplane usually require additional time. In the event you cause ANY damage to a USSA airplane no matter how minor you are required to fly with a USSA Instructor before renting solo.**

## **60 Day Currency Requirement**

USSA insurance requires that all persons renting an airplane, must have flown that make and like model from our rental fleet within the past 60 days. In the case of a student pilot renting for a solo flight, you must have flown that make and model within the past 30 days.

If your currency has lapsed, a few trips around the pattern with an instructor should be all you need to fulfill our insurance requirements. If 90 days or more has lapsed a re-check may be required. Thank you for your understanding.

## **Aircraft Rental Policy**

No aircraft will be rented to ANY pilot or student pilot without a complete checkout with all applicable paperwork on file and a signed invoice in the Flight School Office. This includes a signed rental agreement.

All keys will be dispatched in the Flight School office, during business hours by USSA personnel only. Lock box can also be used by authorized renters. No keys will be left in ignition switch in any aircraft at any time. If the master switch is left on a \$30 Master Switch fee will be charged.

No night time rentals will be permitted without a night time check out with a USSA Flight School instructor, current Medical, and without an Instrument Rating, special privileges may be given to non-Instrument rated pilots on case by case basis. **NOTE: 90 day currency (FAR 61.57 c, d) will be enforced both day and night.**

All eligible pilots who do not fly at USSA within 90 days will be required to do a re-check (Student pilots will be required to have a re-check to fly solo within 30 days).

Rental pilots returning after business hours will be required to have a credit card on file and make arrangements for a key drop.

**Student and rental pilots are "HIGHLY ADVISED" to secure "Non-Owned Liability" and "Non-Owned Hull" coverage. Such coverage is available through various insurance companies (presently, this coverage is not required, however this is subject to change due to more stringent insurance requirements). Non owned liability insurance protects a pilot from third party claims against the pilot for an accident or incident. Non owned hull insurance protects a pilot from claims for damage to a US Sport airplane arising from an accident or incident. Since the rental agreement states that a pilot agrees to pay up to \$3500 for damage caused by him to one of our aircraft, this is the recommended minimum amount for non owned hull insurance. Additionally, in the case of pilot negligence, the insurance carrier could elect to try to recover the full amount of the claim from a negligent pilot.**

All aircraft are to be returned on time and placed back in the hangar, etc., left in a clean and presentable manner. Please remember to remove all of your personal belongings and trash.

It is the responsibility of the rental pilot to pay for the recovery of any USSA aircraft not returned due to weather or any other circumstances.

**STAY OUT OF GRASS FIELDS!!!** However, grass field operations are approved on an individual basis. Contact your instructor for details.

Fuel will be credited up to current Volo Aviation Self Service prices. No landing fees will be paid by USSA.

***USSA reserves the right to cancel any rental at our discretion.***