

CLUB REGULATIONS

Article I. General

- 1.1 In the performance of Club activities, the Club and its individual members must comply with all applicable FARs, State and Local regulations, as well as with the By-Laws, Club Regulations, and Operating Rules.
- 1.2 Club aircraft may not be used for cargo or passenger flights for hire, or for flight instruction of persons other than Club members except:
 - 1.2.1 A prospective member may receive up to one hour of flight instruction in Club aircraft at regular charge rates from a Certificated Flight Instructor (CFI) who is a member in Good Standing of the Club.
 - 1.2.2 A member of the immediate family of a Club member may receive up to ten hours of flight instruction from a CFI who is a member of the Club, and up to three hours of refresher flight instruction per calendar year thereafter from such a CFI.
- 1.3 No Club aircraft may be used on any Civil Air Patrol or Search and Rescue Mission.
- 1.4 No Club aircraft may be flown outside the limits of the contiguous 48 States, except Canada, without prior approval of the Board. Member shall pay all Customs and related fees.
- 1.5 No member may contract for maintenance or repair work on Club aircraft without prior approval of the Maintenance Officer, except in an emergency. The Maintenance Officer must then be notified as soon as possible when emergency repairs have been performed.
- 1.6 Any situation not covered by these Club Regulations must be referred to the Board.
- 1.7 A current copy of these Club Regulations shall be placed in each Club aircraft by the Maintenance officer.
- 1.8 These Club Regulations shall become effective upon approval of a majority of the members present at a General Meeting. Changes will become effective in the same manner.

Article II. Operation of Club Aircraft

- 2.1 Each Club member is responsible for learning and complying with FARs, Club Operating Rules, and Manufacturer's operating procedures for each Club aircraft they fly.
- 2.2 Command of Club aircraft shall not be given to any non-member except:
 - 2.2.1 A licensed pilot in the employ of an FAA approved facility conducting inspections or repairs authorized by the Club.
 - 2.2.2 An FAA Inspector or Designated Examiner in connection with a Club member's flight test or flight review.
 - 2.2.3 A CFI.
- 2.3 Club members are responsible for reporting immediately to the Maintenance Officer or a Board Member any damage or malfunction affecting flight safety which occurred before, during, or after a flight and to see that the information is logged in the aircraft flight log.
- 2.4 Any member finding a Club aircraft in an unsafe condition is responsible for grounding that aircraft

immediately. Grounding shall consist of a written notice in the aircraft flight log, a written notice on the Flight Calendar, and contacting the Maintenance Officer.

- 2.5 Club aircraft may not be used for maneuvers or any flights of a competitive nature, such as full-throttle racing, which may impose an unusual strain on the airframe or avionics in that aircraft.
- 2.6 Club members using Club aircraft or Club equipment are responsible for properly securing that aircraft or equipment when leaving it unattended, anytime or anyplace.
- 2.7 Any Club member taking Club aircraft on trips away from Helena are fully responsible for the return of that aircraft to Helena.
- 2.8 Club members shall land and take off in a Club aircraft only on a Public Use, Unrestricted Airport appearing on a sectional chart, except in an emergency situation, unless the field is pre-approved by the Board.
- 2.9 Members shall ensure that Club aircraft are topped off with fuel after every flight. Members will be credited for fuel purchased on a trip away from the Club base upon presentation of a proper fuel receipt. The member shall ensure that only fuel approved for the aircraft is used.

Article III. Pilot In Command

- 3.1 Before making any flight in any Club aircraft, a member must meet the minimum standards of proficiency as defined in the Federal Aviation Regulations (FARs) and the Club Operating Rules appropriate to that flight. The Board may impose additional standards when it deems necessary.
- 3.2 The Board may, at any time, require any member to take a proficiency flight check with a CFI.
- 3.3 Before any member may act as Pilot in Command of any Club aircraft of a given type, that member must demonstrate proficiency in that aircraft under the following rules:
 - 3.3.1 A student pilot must be endorsed for solo flight in that type and model by a CFI.
 - 3.3.2 A licensed pilot must complete, to the satisfaction of a CFI, the ground and flight checkout prescribed for that type aircraft by the Club.
 - 3.3.3 Every pilot must meet all requirements specified by the current Club Insurance Policy.
- 3.4 All ground and flight check-outs shall be performed by a CFI.

Article IV. Flight Reservations

- 4.1 No member shall make a reservation that covers more than 14 consecutive days. A 14 consecutive day reservation must not begin on a Sunday, a situation which would encroach on a third weekend at the end of the reservation period.
- 4.2 All flight reservations for Club aircraft shall be made on the Internet Flight Calendar. All flights in Club aircraft shall require a flight reservation. Reservations will become null and void should the member be later than fifteen minutes past the time which the scheduled use is to begin, unless the scheduled member has made known other arrangements.
- 4.3 Members unable to make a flight that they have reserved should cancel their reservation as soon as possible and contact the back-up pilot if one is identified.

- 4.4 If a member is unable to return a Club aircraft when scheduled due to weather or other reasons, the next member scheduled should be notified as soon as possible.
- 4.5 When a member retains an aircraft away from the home base for more than one calendar day, a minimum flight time of one hour for each 24-hour period during weekdays, and two hours for each 24-hour period during weekends and holidays will be expected. The difference between the actual flight time logged and the expected time, if actual is less than expected, will be charged to the member at the hourly rate for the aircraft.

Article V. Charges

- 5.1 The member responsible for the aircraft shall pay storage fees, customs fees, pre-heat fees, all landing fees, tie down costs, and oxygen refills incurred by the member.
 - 5.1.1 The Club will reimburse a member for the difference in the cost to hangar versus tying down an aircraft because of impending high winds or other threat of natural origin.
 - 5.1.2 The Club will reimburse tie-down or hangar costs incurred by the member due to grounding of the aircraft for mechanical reasons.
- 5.2 A member will not be charged for that delay in returning an aircraft to home base when such delay is entirely attributed to weather conditions or circumstances beyond his or her control. This rule relates directly to 4.5.

Article VI. Relief From Hardship

- 61 Any member shall have the opportunity to address the Board in order to request relief for hardship.

Article VII. Flight Credits

- 7.1 Members may be awarded compensation in the form of flight credits in return for labor done on the aircraft if that compensation is approved by a majority vote of the Board and is approved by a majority vote of members present at a general membership meeting.

GENERAL OPERATING RULES

1. Refuel the aircraft after every flight, regardless of duration. In hot weather, leave the tanks down an inch to allow for expansion.
2. If parking outside, tie down the aircraft properly and install control lock. If you are unsure about a proper tie down, ask for help. ALWAYS TIE DOWN!!
3. NO SMOKING in any Club aircraft.
4. Be sure seat belts are fastened after every flight.
5. Prior to shutdown, be sure ALL radios and electronics are turned off.
6. Call 443-0066 for Club information.
7. If you use an aircraft that has not been scheduled, put your departure and return time on the schedule before you leave.
8. If you are not using the aircraft when scheduled, call in and cancel.
9. If you are not able to return the aircraft when scheduled, call in.
10. If the forecast is for temperatures below 20 degrees F, leave the aircraft heater plugged in at all times.
11. If the windscreen is dirty, clean it after your flight. Get help for proper care of plastic.
12. Operate cabin door locks and cargo door locks GENTLY. Do NOT slam the doors!
13. DON'T operate in an area with gravel! Shut off the engine and move the aircraft by hand so you do not damage the prop or spray other planes with gravel.
14. Keep the interior of the aircraft clean and clear of garbage. Leave it cleaner than you found it.
15. Post a change of address or phone on the list in the Office and on the Internet Flight Calendar Web page.
16. Payment of your account in full by the 15th of the month will result in \$20.00 of your dues being applied to your flight credit account. This account will be used to automatically credit your account for any flight-related charges.
17. Any aircraft left unattended, outside its designated hangar space, shall be subject to a \$25.00 charge for the return of the aircraft to that designated hangar space. The best way to avoid this charge is to HAND the keys to the next pilot. Just because another pilot has signed up to fly the aircraft does not mean he will show up.
18. Any Associate member (defined: BY-LAWS, ART II, 3b) must, when reserving an aircraft, designate that he is signing up as an Associate member.
19. Consistent with CFR 175.310, hazardous materials such as flammable liquids shall not be carried in club aircraft. In such cases where additional fuel beyond that carried in the fuel tanks of the aircraft is deemed necessary, it shall be transported in the manner as described to be in compliance with the CFR and with prior approval of the maintenance officer.

Your help will be greatly appreciated by those who use the aircraft after you. Remember...THESE ARE YOUR AIRPLANES - PROTECT YOUR INVESTMENT - LET'S ALL HELP TO KEEP THEM ENJOYABLE AND AFFORDABLE TO USE FOR EVERYONE!