

## Vancouver Flying Club - General Rules and Policies

1. Acknowledgement and Agreement:
  - a) Renter acknowledges and agrees that the Aircraft is the property of the Operator.
  - b) Renter acknowledges that the Aircraft is equipped for **VFR** flight only. Only day trip rental is allowed. **NO** overnight rental is allowed except pre-approval by Operator.
  - c) Due to the club sharing the hangar with other tenants, the landlord has designated access to the Aircraft and hangar from 7:00 to sunset. For security reasons, prior permission must be obtained from the Operator if you want to fly beyond these posted hours.
  - d) For full-day booking (meaning 8 hours or more), a minimum of 3 hours will be applied to Renter's block time balance.
  - e) All flights are to be within BC, Canada only.
  - f) A security deposit of \$5,000.00 is required and prior permission must be obtained if Renter wants to take the Aircraft outside BC or to the US. Permission to fly outside BC and/or to the US is subject to the Operator's discretion.
  - g) Renter acknowledges that he has inspected the Aircraft and had found it to be in good mechanical condition and airworthy.
  - h) Renter acknowledges and agrees that all landing and parking fees incurred by the Renter are additional and at his/her own expense.
  - i) Renter agrees to return the Aircraft at the scheduled time, weather permitting.
  - j) Renter agrees to properly secure the Aircraft after each flight.
  - k) Renter agrees to properly and thoroughly clean the interior and exterior of the Aircraft after each use and upon returning the Aircraft to its base at Boundary Bay Airport. The aircraft interior must be clean and clear of any garbage for the next pilot's use and enjoyment. The exterior of the aircraft must be cleaned – all bugs affixed to the exterior must be cleared and removed.
  - l) Renter acknowledges that the Aircraft logbooks are made available to them at any time during the rental period.
  - m) Renter acknowledges and agrees that all block time must be used within 10 months from purchase. There is no refund for unused balance.
2. If Renter is unable to return Aircraft to base due to inclement weather or any incident, it is the Renter's responsibility to make arrangements to return Aircraft to base at Renter's expense.
3. Renter expressly acknowledges personal liability to pay Operator on demand.
  - a) Service and time charges computed at the applicable posted rates until said Aircraft is returned to the Operator.
  - b) Any loss or damage to the Aircraft, its components, parts or equipment during the rental period. Any damages (including but not limited to flat tires, cracked/broken windshield etc.) to the aircraft while it is under the care and custody of the Renter will be the responsibility of the Renter; he/she will be fully responsible for the repair costs (parts and labour). Some damage charges include but not limited to:
    - i. Tire damage that requires inner and outer repair is \$500 + GST + PST
    - ii. If Renter lock the wheel while landing and caused a flat spot on the tire, the damage charge is \$300 + GST + PST for each tire.
    - iii. If Renter caused a tail strike, there will be a \$300 + GST + PST penalty charge. Any further repair to the tail will be billed to the pilot up to \$3000 + GST + PST.
    - iv. Navigation light damage - \$1200 + GST + PST per side.
  - c) The amount of any parking, tie-down, or hangar charges until the Aircraft is returned to the Operator.
4. Renter must **NEVER OVERSPEED** the engine. He/she must strictly follow the Cruise Profile posted inside the Aircraft.
5. Renter must **TURN OFF** the **MASTER SWITCH** after his/her flight. Renter agrees to pay a service charge of \$300 + GST + PST if Renter fails to turn off the master. In addition, if the battery needs to

be replaced due to Renter forgetting to turn off the master, that Renter will be responsible for the new battery cost.

6. Renter must do a DUAL confirmation to ensure that the cowling latch is securely fastened prior to take-off. Renter agrees to pay a penalty fee of \$3,000 + GST + PST if the cowling is damaged due to the member failing to fasten the cowling latch securely.
7. Renter acknowledges that NO pen is allowed inside the cockpit. Use the pencil provided. \$100 fine if any pen marks are found inside the cockpit after your flight.
8. Renter agrees not to tamper with, molest, or attempt to repair any parts of the Aircraft or its accessories, but will telephone the operator collect for instructions upon encountering mechanical malfunctions.
9. Renter agrees to report any Aircraft damage, accident or incident to the Operator's designated contact below as soon as possible.  
David Lai  
T: 778-889-5022  
E: [davidlai5022@gmail.com](mailto:davidlai5022@gmail.com)
10. Renter agrees that rented Aircraft shall **not be used** or operated:
  - a) For any illegal purposes.
  - b) In any race, speed test, or contest unless otherwise authorized.
  - c) By any person other than the renter who signed the agreement.
  - d) Outside the limits and boundaries of Canada, unless previous arrangements have been made.
  - e) To carry passengers or property for compensation or hire.
  - f) For any instruction or training purpose.
  - g) For any flight which the Renter is not properly rated or certified.
  - h) While impaired by and/or under the influence of alcohol, drugs, cannabis and medicine.
11. The Aircraft is intended for cross-country flights only. It shall not be used for instruction or training purposes. NO spin/ force landing exercise are allowed. Circuits are limited to three (3) touch-and-gos per booking.
12. If the Aircraft needs to be fueled up outside of CZBB, the Renter will be reimbursed the fuel cost (as time to his/her block time balance) up to the same fuel price at CZBB (e.g. if fuel at CZBB is \$2/L, the Renter will be reimbursed the full amount if the fuel cost elsewhere is \$2/L or below. If the pilot fueled up at \$2.5/L, he/she will be reimbursed at \$2/L). The pilot will be responsible for any cost above the posted CZBB fuel price.
13. For the Renter to maintain PIC status, a 45-day currency is required, with a minimum of three (3) take-off and landings during this period. Renter is subject to an annual check-out by a certified flight instructor per insurance policy requirement.
14. All flying in the Aircraft is to be done in strict accordance with the existing Canadian Aviation Regulations (CARs), the terms and rules set out in this Rental Agreement, and as detailed in the Aircraft Flight Manual.
15. NO smoking, vaping or consumption of any tobacco and/or cannabis-based products (including marijuana plants) is allowed inside the aircraft at any time.
16. NO food or drinks inside the aircraft is allowed except bottled water.
17. NO pets are allowed to be taken inside the aircraft at any time or on any flight.

**18. The Renter agrees to pay Operator the amount of \$3,000.00 should any accident or damage to the Aircraft incurred while the Aircraft is under Renter's care and custody.**

## **Reservations**

1. All flying time must be scheduled IN ADVANCE by booking the Aircraft through the booking system on Operator's website. Minimum 24 hours advance booking is required.
2. NO walk-in flying is allowed. Renter must confirm availability with the Operator if he/she would like to do same-day flying without advance booking.
3. It is the responsibility of the Renter scheduling the reservation to cancel as soon as possible if they are unable to keep the reservation. Failure to cancel and/or no show will result in Renter paying for half of the scheduled block time.
4. Renter must not keep the Aircraft beyond the time scheduled, unless due to circumstances beyond their control e.g. unserviceability of aircraft or weather related problems. Renter must call the Operator if he/she is delayed.
5. Renter can only block off a whole weekend once a month to ensure every member has a fair chance to enjoy the Aircraft.
6. Any full-day booking (i.e. 8 hours or more) will be charged a minimum of 3 hours even if the actual flight time is less than that.
7. All flying time shall be paid for in advance by purchasing blocks of time and maintaining a positive balance in Renter's account. Before making a booking, Renter must ensure there is enough balance in his/her account for the number of hours he/she is booking.

## **Flight Operations and Safety Rules**

1. The PIC shall check previous entries in the Journey Logbook to ensure the starting hourly Hobbs meter time and Tachometer reading are correct.
2. The PIC shall complete the Flight Dispatch Form at <https://www.yvrflyingclub.com/dispatch-form> and submit online prior to each flight for the Operator's record.
3. The PIC shall use designated pre-flight, pre-takeoff, cruise, pre-landing, and shut-down checklists.
4. A NavCanada VFR flight plan or a Flight Itinerary is required for all cross-country flights.
5. 'Weather Minima' guideline:  
Weather conditions are one of the most important factors in flight planning and common sense goes a long way to interpreting your personal limits when it comes to sky conditions. Below is the 'Weather Minima' guidelines to help you determine if it is safe to fly.

<b>Ceiling</b>	<b>Vis</b>	<b>Winds</b>	<b>Crosswind</b>
2000 AGL	>10sm	15G20	<15

Remember, even if the current and forecast sky conditions fall with our guidelines for your flight, it is always your responsibility as the PIC to ensure you stay safe within your personal limits. If in doubt, or Common Sense says no, stay on terra firma!

In addition, there is a [Cold Weather Flying](#) policy:

When temperature is 0 degree and/or below 0 degree, flying is limited to only local scenic flights with takeoffs and landings only at our base CZBB.

6. In the event of damage to the Aircraft, the PIC is responsible for reimbursement to the Operator of all related costs NOT covered by insurance, such as the deductible portion of the insurance policy. If insurance is VOID due to any illegal acts, including contravention of the Air Regulations (CARs) by the PIC or his passengers, responsibility would include the Aircraft hull at insured value, and any third party liability associated with the damage. The PIC will not be liable for 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.
7. The Operator 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.
8. Take-off and landing on PAVED, concrete runways ONLY: No take-off or landing shall be made on any area other than the runways of any airport designated, constructed, maintained, and used as an airport with PAVED runways no less than 2000 feet. NO take-off or landing on grass or beach. This rule does not apply to emergencies.
9. Over water flights: Where the intended flight involves flight over water the Flying Member PIC shall abide by the applicable flight requirements. It is recommended that for all over-water flights, the PIC carry life jackets for all persons on board the aircraft. No person to operate a land aircraft over water, except when conducting a take-off or landing, beyond a point where the land aircraft could reach shore in the event of an engine failure.

### **Transient Maintenance Policy**

The following policies regarding the level of reimbursement for repairs while the Aircraft is away from the Boundary Bay Airport will apply should a breakdown occur.

- a) In the event of a breakdown, notify the designated contact of the Operator of the problem immediately. If the required personnel are not available leave your name, aircraft number and telephone number where you can be contacted.
- b) The rental pilot is not to authorize any repairs to be made to the Aircraft without clearance from the Operator. The Operator is not responsible to provide a replacement aircraft nor is the Operator responsible for travel, lodging, or other expenses incurred due to grounding of the Aircraft. The Renter is also responsible for making arrangements to return Aircraft to base at Renter's expense.
- c) Any defective items of the Aircraft must be noted on the aircraft squawk sheet. Serious items must be brought to the attention of the Operator's designated contact person immediately.
- d) The rental pilot is responsible for any damage to the aircraft battery that occurs as a result of not turning off the master switch when deplaning. See Item 4 under General Rules and Policies.
- e) The Operator will reimburse the rental pilot for any fuel or oil purchased for the aircraft during the rental period. The rate of reimbursement is as described under General Rules and Policies - Item 12.
- f) The Aircraft must be returned reasonably clean and free of trash. The Operator is not responsible for items left in the Aircraft.

### **Logging Time**

Mar 2024

1. 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.
2. Tachometer reading shall be recorded for comparison purposes.
3. 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.
4. It is the Renter's own responsibility to keep accurate current accounting of the funds paid to the Operator for flying time.

YVR Flying Club

## Hangar Use Policy

The following rules are imposed by Hangar Park, the hangar Landlord, and must be adhered to by all users of the hangar.

- a) The hangar where the Aircraft is stored is privately-owned premises of Hangar Park. The Operator has rented a space inside the hangar for hangarage of the Aircraft only and not for any other purposes. Hence, access to the hangar is only allowed when block time is booked on the Aircraft. Renter is NOT allowed to enter or loiter in the hangar for any other purposes other than flying the block time booked on the Aircraft.
- b) Due to the club sharing the hangar with other tenants, the landlord has designated **access to the hangar from 7:00 to sunset only**. For security reasons, prior permission must be obtained from the Operator if you want to fly beyond these posted hours.
- c) As the hangar is shared with other tenants of Hangar Park, we ask that all members of the Flying Club and Renters must respect the properties and privacy of other tenants sharing the hangar space. In particular, please do NOT touch or attempt to access/enter/get on board the aircraft and/or vehicles of other tenants.
- d) It is our club members' privilege to have access to the hangar and use the hangar facility. Please respect that. The club will risk losing this privilege if we received any complaints from the landlord or other tenants.
- e) Renter must keep the hangar (the general hangar area and the toilet inside the hangar) where the Aircraft is stored clean at all times. Renter must NOT leave any garbage or personal belongings inside the hangar.
- f) Renter must ensure that all the hangar doors are properly secured and locked when they leave the hangar.
- g) Renter must NOT park their vehicle inside the hangar.
- h) NO pets are allowed any time inside the hangar.
- i) NO smoking, vaping or consumption of any tobacco and/or cannabis-based products (including marijuana plants) is allowed inside the hangar at any time.
- j) If Renter has any difficulty moving the Aircraft in and/or out the hangar, Renter can contact Alpha Aviation at Boundary Bay Airport for assistance.
- k) For the security of the hangar, Renter must safeguard the hangar key(s). If the key is lost, Renter will be charged a \$250.00 + GST fee for key replacement.
- l) Renter shall return the hangar key to Operator once the block time is used up or at the end of the block time period, whichever earlier. Otherwise, Renter will be charged a \$250.00 + GST fee for the key.

Rules and policies are subject to updates/changes. Renter should refer to our website <https://www.yvrflyingclub.com/> for the most current edition.