

APPENDIX G: RENTER AGREEMENT

CCA Aircraft Training & Rental Agreement

Safety

- I will always choose the safest course of action with considerations to the FAR's and CCA SOPM's.
- I will report any safety-related occurrence/accident through the Voluntary Safety Occurrence/Accident Report System (VSOAR). Link: ccasafety.com

Flight Operations/General Requirements

- Clients on training and rental flights shall comply with all requirements of the current version of the Chester County Aviation (CCA), Standard Operating Procedures Manual (SOPM) and Federal Aviation Regulations (FAR). The most conservative/restrictive requirement shall apply when there is a conflict between the CCA SOPM and FAR.
- Safety related incidents, accidents, and concerns shall be reported using the Voluntary Safety Occurrence & Accident Reporting (VSOAR) form at ccasafety.com.
- Training and rental flights shall stay within the SOPM weather limits.
- CCA requires a minimum fuel reserve of 60 minutes for aircraft and 30 minutes for rotorcraft.
- Training and rental flights shall be scheduled through the CCA Chronos website.
- Cancellations shall be made as far in advance as possible by cancelling in Chronos, calling the CCA front desk, or contacting a CCA employee. Excessive cancellations, especially within 24 hours, will result in charges for instructor and aircraft time when not due to aircraft maintenance, weather, or illness.
- Instructors shall be scheduled with 24+ hours of notice unless confirmed directly with the instructor.

Rental Requirements (Without CCA Instructor)

- Rental insurance is required with liability limits of \$1,000,000 each occurrence, \$100,000 per passenger, \$5,000 in airplane hull damage, and \$35,000 for rotorcraft hull damage.
- An aircraft checkout is required every 12 calendar months in each make & model of aircraft flown.
- Renter pilots must have done 3 takeoffs and landings within the last 90 days in category and class.
- Flight between sunset and sunrise requires an instrument rating and a CCA night checkout within 12 calendar months.
- Flight in instrument conditions requires an instrument rating and a CCA instrument checkout within 12 calendar months.
- Only CCA instructors are allowed to provide instruction in CCA aircraft.
- Overnight rentals shall be charged the greater of flight time or the minimum daily rate of 2 hours Monday to Thursday and 3 hours Friday to Sunday.
- Aircraft renters shall be responsible for all landing, parking, & other fees but will be reimbursed for fuel purchased at other airports.
- Landing is only approved at chartered airports with paved runways (no soft fields).
- Hand propping of CCA aircraft is prohibited.
- Renter pilots and passengers shall not enter or exit airplanes with the engine running.
- Rental aircraft shall be pre-heated before starting if engine temperature is below 32°F (0°C).
- Renter pilots shall be responsible for causing damage or excessive cleaning not covered by insurance.
- Aircraft rental is not guaranteed and CCA may cancel on short notice due to repairs or maintenance.
- All overnight rentals are subject to approval by CCA management.
- Standard operating hours are from 8:00 AM to 6:00 PM daily and rental flights outside of these hours may not be possible unless confirmed with a CCA employee.
- CCA SHALL BE NOTIFIED IMMEDIATELY OF EMERGENCIES OR AIRCRAFT DAMAGE AT 610-596-1821