



www.takeoffaviation.com

info@takeoffaviation.com

703-881-8409

FLIGHT TRAINING APPLICATION & AIRCRAFT RENTAL AGREEMENT

We are pleased that you have chosen to fly with us! Please print this application form, fill it out completely and sign it, then return to us personally or by email to info@takeoffaviation.com. It is important that you complete all of the applicable information so that we can best serve you.

SECTION I: PERSONAL AND CONTACT DATA (ALL PILOTS AND STUDENTS)

First Name _____ Middle Name _____

Last Name _____ Suffix (Jr., Sr., II, III,) _____

NOTE: You must enter your name above EXACTLY as it appears on official government issued IDs such as your passport, birth certificate, etc.

Address _____

City, State, Zip _____

Country _____ Email Address _____

Home Phone _____ Cell Phone _____

Work Phone _____ FAX _____

Emergency Contact Name and Relationship _____

Emergency Contact Phone Number _____

Date of Birth (mm/dd/yyyy) _____ Birth Country _____

SECTION II: SECURITY AND PRIVACY (INITIAL AND INSTRUMENT STUDENTS ONLY)

Country of Citizenship _____

******IMPORTANT**** (US citizens will be required to show proof of citizenship. Non US citizens are required to obtain the proper TSA security clearance(s) with a "Permission to Initiate Training" status prior to starting a flight training course. See our website or call for more details.)**

Proof of Citizenship (US citizens only) please check one: ___Passport (Unexpired) ___Birth Certificate (must be presented in person along with a current government issued picture ID)

NON US citizens must obtain a TSA category III security Clearance prior to starting any flight training for an initial pilot rating



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SECTION III: AERONAUTICAL EXPERIENCE DATA (LICENSED PILOTS ONLY)

Fill out this section if you are already a certificated pilot applying for flight training for advanced ratings, for aircraft rental student transferring from another flight school. If you are a student pilot with previous training and flight time, then we would ask you to fill in any and all appropriate information in this section. If you are applying for a Private Pilot training course and you are starting from the beginning and do not yet have a medical certificate, then you may skip to the next section.

Do you now hold an unrestricted US Pilot Certificate? YES NO

Do you hold a restricted US Pilot Certificate issued on the basis of a foreign pilot certificate? YES NO

FAA (US) Pilot Certificate Number _____ Ratings _____

FAA (US) Medical Certificate Number _____ Class _____ Date Issued _____

Total Flight Hours _____ Month of Last Flight _____ Date of Last Flight Review _____

Pilot In Command Hours in the last 12 months (estimate OK) _____

	Total	Instruction Received	Solo	Pilot In Command (PIC)	Cross Country	Instrument Actual & Simulated	Night
Airplane Single Engine							
Other _____							

Please Note: Applicants for training courses for advanced ratings should read FAR part 61 for the required aeronautical experience for the rating desired BEFORE submitting this application.

SECTION IV: How Did You Hear About Take Off Aviation?

Advertisement (Where? _____)

Internet Search

Referral from an Acquaintance (who? _____) Other: _____



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SECTION V: AIRCRAFT RENTAL AGREEMENT (ALL PILOTS AND STUDENTS)

The renting pilot is responsible for the safe and conscientious operation of the aircraft until it is returned and securely tied down at Take Off Aviation facilities. The following company aircraft rental policies and conditions apply to each flight.

I, the renting pilot, agree:

1. To operate in accordance with all applicable FAA regulations
2. Not to use the aircraft for flight instruction to any individual, unless I am an authorized Take Off Aviation Instructor on a specified dual training flight.
3. To land only at FAA designated airports that are safe and suitable under the prevailing conditions.
4. Not to authorize or allow any other person to operate or handle the aircraft.
5. To contact Take Off Aviation if I am unable to return the aircraft at the agreed time for any reason.
6. To pay any landing fees, tie down fees, or any other charge incurred by me while the aircraft is in my possession.
7. All over-night/multi-day rentals must have written management approval. In such cases, a minimum charge of three hours for each 24-hour period that the aircraft is in my possession will be applied, unless prior approval is acquired from management.
8. To report all accidents, major or minor to Take Off Aviation at once, together with the names and addresses of witnesses and involved parties. In the event of an accident I will not permit the aircraft to be moved unless expressly authorized by Take Off Aviation or local, state, or federal authorities and will do all that I can to protect the aircraft and its equipment from further loss.
9. To pay an interest charge on any balance remaining in delinquent status (30 days or more over due) to Take Off Aviation, LLC. Interest charges will be computed at 10% APR or 0.83% per month or 0.027% per day whichever is greater.
10. To accept the Hobbs Meter reading at the beginning of the flight, rounding to the next highest tenth if it is not showing. Should the starting time be recorded incorrectly, I must bring this to the attention of management before starting the flight.
11. To pay the cost of recovering the aircraft if abandoned away from Manassas Regional Airport (HEF) including: all transportation expenses for one pilot to get to the abandoned aircraft, pilot time at standard solo rate for all time recorded on the aircraft while away from home base, and all other costs directly related to this operation. Abandonment due to maintenance issues with the aircraft is exempt from this requirement.
12. To obtain weather reports and forecasts, to file FAA SFRA flight plans for all flights into, through or out of the Washington D.C. Special Flight Rules Area (SFRA) and FAA flights plans for all cross-country flights greater than 50 nautical miles from the point of departure, and to use the aircraft only for this purpose and over the route specified.

INITIALS _____



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13. Should I need to purchase fuel for the aircraft, I will have it credited to my account at the current Take Off Aviation reimbursement rate. I understand all purchases must be documented with an original receipt at the time the aircraft is returned.
14. To see that the aircraft is securely tied down in a proper area, master and ignition switches off, controls secured, and doors locked.
15. To remain current in each aircraft I fly in accordance with FAR's and to have a recheck if I have not flown a Take Off Aviation aircraft within the preceding 180 days.
16. If I have purchased Pre-Paid Block-Time on my account, I understand a full refund will be given, however unless at least 8 hours were flown by me, I agree to pay the difference between the discounted Block-Time Rate and the current retail price. I understand my refund will then be based upon the remaining funds available. I understand the refund process can take up to 30 – 60 days to complete.
17. To accept and abide by the current no show policy of Take Off Aviation. If I am unable to fly an aircraft as scheduled, I will notify Take Off Aviation at least twelve hours prior to scheduled flight time. If I am more than 15 minutes late for a scheduled flight and the flight cannot be reasonably completed in the remaining time scheduled, then I agree to have the flight labeled as a "No Show" and pay a fine equal to ½ of the time scheduled at the aircraft's normal rental price if solo flight or ½ of the time scheduled at the aircraft's normal rental plus full time scheduled for the appropriate instructor if scheduled a dual flight.
18. Not to either perform or authorize any repairs or adjustments, nor make any purchases in relation to the aircraft without authorization from Take Off Aviation management.
19. To accept liability for any damage done to the aircraft while in my possession.
20. Not to smoke in the aircraft. If found to be in violation of Take Off Aviation's non-smoking policy, I forfeit all privileges as a Take Off Aviation customer.
21. To provide all necessary personal identification as requested by management including, but not limited to: driver's license, passport, and applicable visas.
22. To maintain aircraft security and cleanliness by following the checklist (i.e.: electrical switches, fuel selector value, control-lock, proper tie-down, locking all doors and installing pitot tube cover and removing all trash from the flight deck after each flight.) If found in violation of Take Off Aviation's security and cleanliness policy I agree to pay a \$50.00 clean up fee.

I hereby acknowledge that I have read and understand the policies of Takeoff Aviation, LLC and agree to abide by all.

Signed _____

Print _____ **Date** _____