



## FLIGHT TRAINING APPLICATION & AIRCRAFT RENTAL AGREEMENT

We are thrilled that you have chosen to fly with us! Please fill this application form out completely and sign it, then return it to us along with the following:

- Copy of U.S. Citizenship (birth certificate, passport or immigration)
- Copy of Driver's License
- Log Book (if already a certificated pilot)
- Copy of Pilot Certificate (if already a certificated pilot)
- Copy of Medical or Basic Med (must present before Solo Flight)

It is important that you complete all the information so that we can better serve you.

***\*Thanks and welcome to OFC\****

ORLANDIFLIGHTCENTER.COM

[go@orlandiflightcenter.com](mailto:go@orlandiflightcenter.com)

201 – 874 – 5458

ENHANCE YOUR LIFE.....FLY

## FLIGHT TRAINING APPLICATION

How did you hear about us: (circle one) Friend Advertisement Internet Other\_\_\_\_\_

### PERSONAL AND CONTACT INFORMATION

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

Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Email Address \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ D.L. State/Country: \_\_\_\_\_

Emergency Contact Name, Relationship, and phone: \_\_\_\_\_

Height in Inches: \_\_\_\_\_ Weight in pounds: \_\_\_\_\_ Gender: Male/Female

Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

Date of Birth (mm/dd/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

Birth City, State, Country: \_\_\_\_\_

### CITIZENSHIP

Country(s) of citizenship \_\_\_\_\_ Passport # \_\_\_\_\_

Proof of Citizenship (US citizens only): Passport (unexpired) \_\_\_\_\_ Birth Certificate \_\_\_\_\_  
(Must be presented in person upon arrival along with a current government issued picture ID)

(US citizens will be required to show proof of citizenship upon arrival. Non-U.S. citizens are required by U.S. law to obtain the proper TSA security clearance(s) with a "Permission to Initiate Training" status letter issued by TSA prior to starting a flight training course.

CHECK THE TRAINING COURSE(S) YOU ARE ENROLLING IN (If Applicable)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Sport Pilot        | <input type="checkbox"/> Instrument Rating                    | <input type="checkbox"/> Flight Review                |
| <input type="checkbox"/> Recreational Pilot | <input type="checkbox"/> Multiengine Rating                   | <input type="checkbox"/> Instrument Proficiency Check |
| <input type="checkbox"/> Private Pilot      | <input type="checkbox"/> High Performance Endorsement         | <input type="checkbox"/> Rental Checkout              |
| <input type="checkbox"/> Commercial Pilot   | <input type="checkbox"/> Complex Endorsement                  | <input type="checkbox"/> Proficiency Training         |
| <input type="checkbox"/> Flight Instructor  | <input type="checkbox"/> Tailwheel Endorsement                | <input type="checkbox"/> Wings                        |
| <input type="checkbox"/> ATP                | <input type="checkbox"/> Add On Rating                        | <input type="checkbox"/> Other                        |
| <br>  |   |   |
| <input type="checkbox"/> Self-Paced Program | <input type="checkbox"/> Accelerated Pre-Paid Package Program |   |

***IMPORTANT: Refer to Addendum #1 on page 8-9 herein for training terms and conditions applicable to the chosen training program***

***IMPORTANT: Signature acknowledgements required on.....***

**Pages 4 (English Proficiency)**

**Page 9 (Acknowledgement & Agreement)**

**Page 11 (Liability Waiver)**

**Page 11 (Minor Liability Waiver) if applicable**

## ENGLISH PROFICIENCY STATEMENT AND ACKNOWLEDGEMENT

I, \_\_\_\_\_, understand that the Federal Aviation Administration (FAA) requires that all pilot applicants be able to read, write, speak and understand the English language and if English is my second language that my English language skills must meet or exceed the FAA and ICAO minimum requirements. I understand all the above information and statements and affirm that all information given is true and to my best knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **AIRCRAFT RENTAL AGREEMENT**

I, \_\_\_\_\_, (hereinafter referred to as "Renter") understand that I must adhere to any and all ORLANDI FLIGHT CENTER, LLC (hereinafter referred to as "OFC") policies and procedures listed below. The following company aircraft rental policies and conditions apply to each flight.

1. Renter is responsible for the safe and conscientious operation of the aircraft until it is returned and secured at OFC facilities. The Renter will personally conduct a pre-flight inspection of the aircraft and verbally report any discrepancies to OFC staff prior to the flight. Discrepancies will be documented on the Hobbs Sheet. Renters will verify times of inspections due prior to start of aircraft.
2. Renter will not use the aircraft for flight instruction unless with an authorized OFC instructor on a specified dual training flight or as permitted by OFC. Renter will pilot the aircraft from the command seat (left side) or rear seat (Cub only) and will act as Pilot in Command and sole manipulator of the controls at all times. The Renter who signs this rental agreement will be the only operator of the aircraft.
3. Renter will only land at FAA designated airports that are safe and suitable under the prevailing conditions with a minimum of 2,500 by 60 foot paved runway. Operations on grass runways approved for Cub only (grass highly preferred for tailwheel).
4. Renter will not use, operate or allow OFC aircraft to be used or operated (a) beyond gliding distance of any shoreline; (b) in any race, speed test or contest; (c) for transportation of persons or property for hire; (d) to tow an object; (e) for any illegal

purpose; (f) by any person other than Renter who signed this Rental Agreement; (g) outside of the United States.

5. Renter will telephone OFC at 201-874-5458 or other OFC staff if unable to return the aircraft at the agreed time for any reason or if encountering any maintenance, weather or other problem while away from OFC.

6. Renter agrees to pay any landing, ramp, parking, servicing, hangar, tiedown and any other charges incurred by Renter while the aircraft is in Renter's possession, along with abiding by the following minimum rates:

A. Normal rentals for 2 hours will be scheduled by Renter through Flight Schedule Pro (FSP). Renter is expected to use at least 1 of the scheduled 2 hours for billable flight operations.

B. Extended rentals (more than 2 hours) require scheduling through OFC staff.

C. Extended rentals must be requested, deposit paid, and all rental requirements stated herein satisfied before OFC books the rental on FSP.

D. Renters should provide as much advanced notice as possible if they intend to seek extended rentals. OFC may need time to determine feasibility of the rental given student scheduling, maintenance, and other constraints.

E. Cancellations/No-Shows/Late Returns – Renter accepts and will abide by the current cancellation and no-show policy of OFC. If Renter is unable to fly an aircraft as scheduled, Renter will cancel in a timely manner by calling the office at 201-874-5458 or contacting any OFC staff. Renter agrees to pay the following charges if not canceled in a timely manner:

\*\*Renter will pay  $\frac{1}{4}$  Rental Cost and  $\frac{1}{2}$  Instructor rate for Schedule Rental and/or Flight Training for any overnight or flights scheduled longer than 5 hours that are not canceled at least 24 hours prior to the scheduled time.

\*\*Renter will pay  $\frac{1}{4}$  Rental and  $\frac{1}{2}$  Instructor rate for Schedule Rental and/or Flight Training not canceled more than 6 hours prior to scheduled time.

\*\*Renter will pay  $\frac{1}{2}$  Rental Rate and full instructor rate for scheduled Rental and/or Flight Training not canceled more than 2 hours prior to scheduled time.

\*\*Late returns (without management approval) will be assessed at  $\frac{1}{4}$  of the rental rate per 15 minute period after scheduled return time.

(These policies are to ensure accurate and efficient aircraft and instructor scheduling and use of resources – These policies may be waived for unavoidable cancellations due to weather or maintenance issues).

7. Renter will immediately report all incidents and accidents of any type whatsoever to OFC together with the names and addresses of witnesses and involved parties. In the event of an accident Renter will not permit the aircraft to be moved unless expressly authorized by OFC or local, state, or federal authorities and will do all that Renter can to protect the aircraft and its equipment from further loss.

8. Renter agrees to pay an interest charge on any balance in delinquent status (15 days or more overdue). Interest charges will be computed at 18% APR or 1.5% per month or 0.0493% per day, whichever is greater.
9. Renter will accept the Hobbs Meter reading to the next highest tenth if it is between digits. If no Hobbs Meter is installed, the tachometer will be used and the flight time will be computed at 1.3 times the tach time. Clock time may be used if it is consistent with Tach x 1.3 and electronic track logs. Should the previous Hobbs ending time be recorded incorrectly, Renter must bring this to the attention of management before starting the flight so the appropriate start time can be determined.
10. Renter agrees to pay the cost of recovering the aircraft if abandoned away from an OFC home base airport including: all transportation expenses for one pilot to the abandoned aircraft, pilot time at standard rate for all time away from home base, Hobbs or clock time at pilot and aircraft rates to return to home base, and all other costs directly related to recovering the abandoned aircraft.
11. Renter will obtain weather reports and forecasts, file flight plans for all cross-country flights, and use the aircraft only for legitimate purpose and over the route specified.
12. Should Renter need to purchase fuel while off OFC base on a wet aircraft rental, Renter will have the cost credited to his/her account for the amount of the purchase or the current OFC reimbursement rate, whichever is less. Renter understands all purchases must be documented with an original receipt at the time the aircraft is returned to receive credit.
13. Renter agrees to see that the aircraft is securely tied down in a proper area, master and ignition switches off, controls secured, covers installed, and doors locked when parked. Renter will report any suspicious or criminal activity to OFC, or local Authorities (911) as necessary.
14. Renter agrees to remain current in accordance with OFC policy & FARs. OFC currency requires, for each make and model, an initial minimum 1.5 hour checkout as well as a Rental Proficiency Check (RPC) every 3 calendar months. To maintain rental privileges Renter must maintain OFC currency as described above, as well as be current for Flight Review, carrying passengers, medical certificate requirements, and all applicable FARs. If not checked out for night rentals (between ½ hour after sunset & ½ hour before sunrise) aircraft must not be operated during those times. Night and IFR rentals require above currency requirements and applicable night / IFR checkout and FAR currency requirements.
15. Renter will operate in accordance with all applicable FAA regulations. Any pilot who acts in an unsafe manner in the air or on the ground or who knowingly violates

FARs, at the discretion of OFC management, may have their rental privileges terminated.

16. Renter will pay all sales and uses taxes in accordance of state laws.
17. Renter will not perform or authorize any repairs or adjustments, nor make any purchases in relation to the aircraft without prior authorization from OFC management. All repairs and maintenance will be made by properly licensed facilities and personnel. The following additional policies also apply:
  - \*\*Except for minor repairs or scheduled maintenance performed by qualified personnel, costing \$100.00 or less, Renter will not have repairs made to the aircraft or its equipment without specific OFC authorization for the proposed work.**
  - \*\*In the event of required repairs when the estimated down-time exceeds 24 hours, the Renter has the option of: (1) returning by other means at his or her own expense, in which case expenses incurred in returning the aircraft home will be borne by OFC, or (2) remaining with the aircraft at his or her own expense until repairs have been completed, enabling completion of flight and return to home base.**
  - \*\*If the aircraft is abandoned away from the home base airport for reasons within the Renter's control, the Renter will be charged pilot expenses plus Hobbs time at standard rates to return the aircraft to home base.**
  - \*\*OFC will not reimburse the Renter for any overtime charges, call-out fees, or any other after-hours charges made by an FBO or maintenance facility. Other expenses incurred by the Renter as a result of a mechanical breakdown or delay, such as rental cars, hotel rooms, meals, airline fare, etc. will not be reimbursed.**
18. Renter will accept liability for any damage done to the aircraft while in Renter's possession, and will pay for damage or any applicable deductible.
19. Renter will not smoke in the aircraft. If found to be in violation of OFC's policy, Renter will forfeit all privileges as an OFC customer and agree to pay cleaning charge.
20. Renter will provide all necessary personal identification and information as requested by OFC in a timely manner (10 business days or before a scheduled flight) including, but not limited to, driver's license, pilot certificate, passport, visa, medical certificate or Basic Med, currency verification.
21. Renter understands that he/she may be subject to a background check and associated fees as required by the FAA.
22. Renter will maintain aircraft security and cleanliness by following the checklist (ie: electrical switches, fuel selector or valve, control-lock, proper tie-down, locking all doors and installing pitot tube and cowl covers) and removing all trash from the

aircraft after each flight. Renter agrees to pay a \$250 cleaning fee for vomit, food/soda spills, animal hair, etc if deemed by management to be required.

23. Renter will not, unless authorized by OFC, hand prop the aircraft.
24. Renter will not practice or intentionally spin an OFC aircraft except as part of an authorized training syllabus and with an OFC instructor on board.
25. Only 100LL aviation fuel will be used in OFC aircraft. Auto gasoline is NOT permitted. When outside air temperatures are above 75 degrees Fahrenheit tanks should not be filled past the bottom of the tank neck (to prevent fuel overflow siphoning).
26. For a Renter to fly an OFC aircraft IFR they must have an IFR checkout by an OFC instructor. Night VFR flight is limited to currently qualified instrument rated pilots, or those pilots who have completed a night checkout by an OFC instructor.
27. The cost of a check returned by our bank for any reason is \$40.00.
28. Renters must have a current Non-Owned Aircraft Rental Insurance policy with minimum hull coverage of \$50,000. Flight school policies DO NOT fully protect Renter from damage to the aircraft or liability for personal injuries and property damage so consider obtaining a non -owned policy with higher coverages.
29. OFC Management reserves the right to alter, modify, amend, remove, waive, or add any policy without notice. Any pilot who flies OFC aircraft after receipt of notification has, by implication, acknowledged and accepted said policy change.
30. Unless pre-paid, payment is due at time of service by check, cash, credit card, bank transfer, or with Funds on Account. Fees apply to credit card and bank transfers to reimburse OFC what it is charged for those services. Refer to OFC website for current credit card and bank transfer charges. Current standard rates are posted at all times on the OFC website. Prices are subject to change without notice although OFC will attempt to give advance notice of all price changes in advance.

#### **ADDENDUM #1 FOR STUDENTS ENROLLED IN AN OFC SELF-PACED OR ACCELERATED FLIGHT TRAINING PROGRAM**

##### **FUNDS ON ACCOUNT & TRAINING PACKAGES ADMINISTRATION & REIMBURSEMENT TERMS AND CONDITIONS**

I, \_\_\_\_\_ hereby request flight and ground training be provided to me by OFC as per my selection on page 3 of this document in accordance with the specific details of the applicable training described on the TRAINING page of the OFC website. I hereby acknowledge, understands and agree to the policies governing the



administration of Self-Paced pay as you go, Student Funds on Account (FOA), and pre-paid training Packages as described in detail on the TRAINING page, POLICIES / HANDOUTS page, and FUNDING page of the OFC website. Those policies, terms and conditions are incorporated herein and made a part hereof by this reference. I have read all the above described terms and conditions and have chosen the format for training best suited for me.

I hereby acknowledge reading, understanding, and agreeing to all stated terms and conditions that will be applied to administer my FOA and/or training Package as pertains to OFC performance obligations and my funding and payment obligations. OFC will provide the services and resources necessary to accomplish the training objective in a timely and efficient manner, excepting unplanned and uncontrollable delays, at mutually agreed dates and times. In consideration thereof I will make any and all payments in accordance with applicable rates and terms and in a timely manner. If I fail to do so OFC may suspend or terminate further training, rental, and services.

OFC may terminate my flight training for any reason it deems appropriate. If OFC terminates I shall receive a refund of all unused FOA or package hours. Likewise, I may terminate at any time for any reason. If I do so then I will be refunded FOA or unused package hours as per the stated refund policy contained in the heretofore referenced OFC website pages, incorporated herein by reference. I hereby agree those terms for refund are fair and reasonable and I agree to accept the calculated refund amount based thereon.

**ACKNOWLEDGEMENT & AGREEMENT OF ALL TERMS CONTAINED IN  
THIS FLIGHT TRAINING APPLICATION & AIRCRAFT RENTAL  
AGREEMENT & ADDENDUM #1**

I acknowledge and agree I have read this entire document and I agree to comply and be bound by the terms set forth herein.

Student/Renter Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_/\_\_/\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_

Date: \_\_/\_\_/\_\_\_\_

**LIABILITY RELEASE, COVENANT NOT TO SUE, AND ASSUMPTION OF RISK ACKNOWLEDGEMENT & AGREEMENT ON BEHALF OF OFC**

I, (Name) \_\_\_\_\_, (DOB) \_\_\_\_\_ (mm/dd/yyyy)

Hereby affirm that I am aware that flying and activities associated with flying have inherent and unforeseeable risks which may result in serious injury or death.

I understand and agree that neither my instructor nor ORLANDI FLIGHT CENTER, LLC, nor any of their respective employees, officers, agents, contractors, or assigns, (hereinafter referred to as Released Parties) may be held liable or responsible in any way for any injury, death, or other damages to me, my family, estate, heirs or assigns that may occur as a result of my participation in flying aircraft, flight training, aircraft rental, aircraft operations, ramp operations, or any associated activities involved with these activities, (hereinafter referred to as Flight Activities), or as a result of the negligence of any party, including the Released Parties, whether passive or active.

In consideration of being allowed to participate in Flight Activities, I hereby personally assume all risks of Flight Activities, whether foreseen or unforeseen, that may befall me while I am participating in these activities. I further release, exempt, and hold harmless the Released Parties from any claim or lawsuit by me, my family, estate, heirs, or assigns, arising out of my participation in Flight Activities, including both claims arising during any course of training or after I receive my pilot certification(s).

I also understand that Flight Activities are physically demanding and that I must seek the ongoing care of a licensed medical provider and aviation medical examiner where appropriate and that I will not hold Released Parties responsible for events resulting from my physical condition, limitations, or incapacitation.

I further state that I am of lawful age and legally competent to sign this liability release or that I have acquired the written consent of my parent or guardian.

I understand the terms herein are contractual and not merely recital, and that I have signed this document of my own free act and will. I further agree if any provision of this agreement is found to be unenforceable or invalid, that provision may be severed from this agreement; however the remainder of this agreement shall then be construed as though the unenforceable provision had never been contained therein.

BY THIS INSTRUMENT AND MY SIGNATURE I AGREE TO EXEMPT AND RELEASE MY INSTRUCTORS, OFC AND ALL RELATED ENTITIES AS DEFINED ABOVE OF ALL LIABILITY OR RESPONSIBILITY WHATSOEVER FOR PERSONAL INJURY, PROPERTY DAMAGE, OR WRONGFUL DEATH HOWEVER CAUSED, INCLUDING, BUT NOT LIMITED TO, THE NEGLIGENCE OF THE RELEASED PARTIES, WHETHER PASSIVE OR ACTIVE. I HAVE FULLY

(continued page 11)

INFORMED MYSELF OF THE CONTENTS OF THIS LIABILITY RELEASE,  
COVENANT NOT TO SUE, AND ASSUMPTION OF RISK AGREEMENT BY  
READING IT BEFORE I SIGNED IT ON BEHALF OF MYSELF AND MY HEIRS.

Student/Renter Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date Signed: \_\_\_\_\_  
(mm/dd/yyyy)

FOR RENTERS OF MINORITY AGE  
(UNDER AGE 18 AT TIME OF CONSENT)

This is to certify that I, as parent/guardian with legal responsibility for this minor Renter, do consent and agree not only to his/her release of Orlandi Flight Center, LLC and all other Releases, but also to release and indemnify the Releasee from any and all liabilities incident to his/her involvement in these programs for myself, my heirs, assigns, and next of kin.

X \_\_\_\_\_  
(Parent/Guardian/s Signature)

Date Signed: \_\_\_\_\_  
(mm/dd/yyyy)

Parent/Guardian Phone #(s) \_\_\_\_\_