

Rental at KSTS: The aircraft will be at Kaiser Air, book and key will be at the front desk. The aircraft will always be left with low fuel, put your fuel order in at the front desk. **Never** top off or add fuel after a flight, so the next rental will be able to take passengers. Renter Initials \_\_\_\_\_.

## Kaiser Air Policy

**Kaiser Air Closes at 9pm.** After 9pm you are locked in, there are no gates. If you walk around, you would need a TSA badge to NOT be arrested. You would have to fly to KHES and uber back to get your car. Renter Initials \_\_\_\_\_.

Rental at KHES: The aircraft will be in the hanger, book and key will be in the RAM Office. The aircraft will always be left with low fuel, you must put the fuel you want in at Self-Serve. Make sure you keep your fuel receipt and put in envelope. **Never** top off or add fuel after a flight, so the next rental will be able to take passengers. Renter Initials \_\_\_\_\_.

## Reservation Policy

Reservation Policy - Aircraft Bookings must occur a **MINIMUM** of 12 hours Prior to the flight! Aircraft reservations made within the 12 hours must be approved by a RAM employee.

Renter Initials \_\_\_\_\_.

## Cancellation Policy

Cancellation Policy – All rental cancellations must occur a **MINIMUM** of 6 hours prior the rental. Cancellations not made 6 hours prior, will be charged for a One Hour Rental, No Exceptions! Renter Initials \_\_\_\_\_.

## Rental Policy

Rental Policy - After 5 p.m., A **MINIMUM** of 1 hour of aircraft rental will be charged for all Rentals and a \$10 overnight fee. Renter Initials \_\_\_\_\_.

## Squawks

If something should break/malfunction, please write up the squawk in the hobbs books. Renter Initials \_\_\_\_\_.

## Emergency

If you are involved OR see an aircraft incident or accident, use the emergency plan form located in the front of the hobbs book. Renter Initials \_\_\_\_\_.

## Receipts

Keep all fuel receipts. RAM will only reimburse fuel and oil. No receipt, No reimbursement. RAM will not reimburse for overnight parking, hotel and oxygen services. Renter Initials \_\_\_\_\_.

## Night Currency

No restrictions at KHES. At KSTS all flights have to return by 9pm, otherwise Kaiser will be closed. If you land and taxi to Kaiser after 9pm, you are locked in with no TSA badge and can be arrested. Fly to KHES and Uber back to KSTS. Initials\_\_\_\_\_.

## Rental Checklist for file

1. Copy of Pilot Certificate.
2. Copy of Medical Certificate.
3. Copy/Credit Card on File.
4. Copy of Aircraft Rental Agreement.
5. Print out of Renter's Insurance.
6. Pilot Information sheet.