



**Student/Renter Information:**

WIFA User ID:

First Name:

Middle Name:

Last name:

Street Address:

Street Address 2:

City:

US State:

Zip or Postal Code:

Country:

Home Phone:

Work Phone:

Cell Phone:

E-mail Address:

Birth Date:

US Drivers License:

US SSN (P.141 only!):

Emergency Contact:

Street Address:

Street Address 2:

City:

US State and postal zip code:

Phone:

Instructor's name:

Checked Aircraft:

Date:

Pilot Rating:

Endorsements:

Last BFR/Check date:

Bring /Copies:

\_ Passport

\_ Drivers License

\_ Credit Card Form

\_ Medical Certificate

\_ TSA Information (non-USA citizens)

\_ Visa (non-USA citizens)

\_ SFRA Certificate

\_ Pilot Certificates



## Washington International Flight Academy, LLC

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 GAITHERSBURG, MARYLAND 20879  
 P: 240.246.7529 F: 240.246.7546  
 www.learntoflydc.com info@learntoflydc.com

### Rental Agreement, Policies and Procedures

The Washington International Flight Academy, hereby known as WIFA, requires a signed copy of the following rental agreement to be on file before any individual is permitted to initiate training and / or operate any aircraft owned by WIFA.

- 1) Any discrepancies in aircraft Hobbs time must be reported prior to engine start, as the renter becomes responsible for any Hobbs time after the engine is started. When recording Hobbs time, use the next higher 0.1 hour if any portion of that 0.1 is visible.
- 2) Scheduled lesson cancellations that are not weather or maintenance related must be made 24 hours in advance to your flight instructor. Failure to adhere to this requirement will result in a "No Show" charge of one hour of instruction time.
- 3) Renters must renew flight privileges with a WIFA Flight Instructor if they have not flown as PIC on WIFA aircraft within the preceding **60 days**.
- 4) Renters must meet and abide by requirements listed on the "Renter Qualification" document prior to renting a WIFA aircraft.
- 5) Renters must be checked in each make and model before flight permission granted. Renters operating aircraft in which they have not yet been certified to do so by WIFA instructors may be held fully accountable for any damages caused by the renter. Renter may also lose his / her rental privileges with WIFA.
- 6) Renters agree not to receive flight instruction from any person in WIFA aircraft, unless that person is a WIFA authorized instructor.
- 7) Student renters (that do not have an FAA Private Pilot License) are not permitted to fly solo unless that student has been endorsed by a WIFA instructor and flown at least one traffic pattern lap prior to each individual flight.
- 8) WIFA reserves the permission to change aircraft schedules to accommodate aircraft maintenance and student checkride schedules.
- 9) WIFA reserves the permission to modify renter aircraft and flight schedules to accommodate flight training that may be necessary for WIFA flight students. (NOTE: WIFA will conduct every effort to preserve renter reservations)
- 10) Renters must report any structural damage to aircraft including flat spots on tires prior to flight.
- 11) Entry or exit from WIFA aircraft while the engine is running is prohibited for renters and their passengers.
- 12) Smoking is prohibited inside WIFA facilities.

- 13) Smoking is prohibited inside and around WIFA aircraft.
- 14) WIFA aircraft are not to be "hand propped".
- 15) Renters are prohibited from landing or taking off on grass or non-paved airfield, or a runway whose length is less than 2,500 feet, without prior permission from WIFA management.
- 16) In the event of mechanical difficulties at an airport other than KGAI (Montgomery County Airpark), renters must contact WIFA at (240) 246-7529 immediately and must obtain permission from WIFA management prior to authorizing any repairs. After hours accident reporting calls must be made to the school owner at (240) 688-0321. WIFA will not be held financially responsible for parts for repairs that have not been authorized by WIFA. In the event that an aircraft needs to be repaired at an airport other than KGAI the renter will be responsible for all costs of labor. WIFA will cover the costs of any parts to be replaced. The renter will present a receipt for labor costs to be reimbursed.
- 17) WIFA will not be held financially responsible for renter and/or renter passenger's accommodations, alternate transportation for renter and/or renter's passengers or the costs of the return of the aircraft to KGAI should the aircraft experience mechanical difficulties while away from KGAI. Renters/students must provide receipts to be reimbursed.
- 18) Should the renter re-fuel the aircraft while away from KGAI, the renter will be eligible for fuel reimbursement for the price paid per gallon of AVGAS up to the current posted price of Self-Serve AVGAS at KGAI on the date the fuel receipts are provided for reimbursement (whichever is lower).
- 19) WIFA reserves the permission to charge students for filling aircraft with fuel from fuel truck if self-serve at KGAI is operational.
- 20) All incidents and/or accidents involving WIFA aircraft must be reported to WIFA as soon as possible.
- 21) The renter/student and/or instructor can be held responsible for paying insurance deductibles for accidents/incidents in which they were found to have been negligent in their responsibilities to aircraft operations.
- 22) The renter is responsible for properly securing WIFA aircraft after each flight. This includes but is not limited to, proper tie down, Pitot-Tube cover installation, control lock installation, block heater plug and wheel chocks. The renter is liable for damages caused to aircraft due to improper securing at the termination of the flight.

23) Rental Fees are as follows\*:

|                                  |                         |                |                         |
|----------------------------------|-------------------------|----------------|-------------------------|
| Cessna 172                       | \$135.00 per Hobbs hour | Piper Warrior  | \$135.00 per Hobbs hour |
| Cirrus SR-20                     | \$210.00 per Hobbs hour | Piper Arrow IV | \$155.00 per Hobbs hour |
| Cessna 182RG                     | \$195.00 per Hobbs hour | Piper Seminole | \$240.00 per Hobbs hour |
| Redbird AATD                     | \$75.00 per Hobbs hour  |                |                         |
| Redbird Package: 10 hour or more | \$65.00 per Hobbs hour  |                |                         |
| 20 hour or more                  | \$50.00 per Hobbs hour  |                |                         |

\* Note: Prices are subject to change. Additional charges may be applied at the time of rental based on the current fuel price.

- 24) The Instruction rate for both Air Time and Ground Time is \$50.00 per hour.
- 25) "Air Time" is defined as the time spent in the aircraft from engine start until engine shutdown as recorded on the **Hobbs** meter inside the aircraft.
- 26) "Ground Time" includes time that the flight instructor is administering a lesson, monitoring the student during solo pattern work or preflight checks, time spent reviewing flight planning of the student prior to a solo flight and Oral exam preparation. Ground time also includes layover time in excess of 30 minutes spent at an airport other than the home airport during cross country flights.

- 27) Overnight aircraft rental will require a minimum payment of two (2) flight hours a day during week days (Monday-Friday) and minimum of three (3) flight hours during weekends (Saturday & Sunday).
- 28) All updates of this agreement are hereby agreed to. A current copy of this document may be obtained from a WIFA representative during normal business hours upon request.
- 29) In the event that a check returns, the patron is responsible for applicable fees and penalties incurred to WIFA.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Expires: \_\_\_\_\_ CVV: \_\_\_\_\_

Credit Card Type: VISA    Master Card    Disc.    Amex

Full name as it appears on the card: \_\_\_\_\_

**Patrons Acceptance of Policies and Procedures, Rental Terms and Conditions:**

- 1) I, the undersigned patron, have reviewed, read, understand and agree to the above Rental Agreement, Policies and Procedures, terms and conditions, and agree to operate Washington International Flight Academy's aircraft within the scope and spirit of the same.
- 2) I, the undersigned, authorize the Washington International Flight Academy (D.B.A: Washington Flying Club) to charge my credit card for unpaid balances **past due**. I will maintain an active approved credit card on file at WIFA.

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 Print Name and Signature \_\_\_\_\_ Date \_\_\_\_\_

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 Print Name and Signature of Parent / Guardian (if minor) \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*Run through all changes.... as well as whether to keep discount package for sim  
 \* Attach renter qualification to this document.  
 \* Add revision #