

**QUAD CITY AREA FLYING EAGLES, INC.**  
**OPERATING RULES**

Revised March 5th, 2007 and approved by the Board of Directors

**SECTION I**

In order to be an active member of this club you must be a current member of AOPA (Aircraft Owner's and Pilot's Association) [www.aopa.org](http://www.aopa.org). If this membership is allowed to expire your aircraft scheduling privileges with [www.Schedulemaster.com](http://www.Schedulemaster.com) will be suspended.

No member may fly a Flying Eagle aircraft without having reserved time for the flight using [www.Schedulemaster.com/smlogin.htm](http://www.Schedulemaster.com/smlogin.htm) on the internet or by phone 1-800-414-6114.

It should be thoroughly understood that the proper use of the reservation feature provided is the key to a successful cooperative operation, maximum use of the aircraft, and maximum utility to all of the members.

By your reservation you are declaring to the other members that the aircraft is assigned to your custody for the period reserved.

Therefore, you should be careful to follow these rules:

1. A member may only reserve one aircraft for one time period and reserve precisely the time you intend to use it. Do not reserve the aircraft for "all day", unless you want the aircraft for all day. Instead make your reservations, for example, from 9:30 AM to 5:30 PM; or 11:30 AM to 3:30 PM, etc.
2. Each member must indicate his/her destination and telephone number for long cross country flights, or overnight away from Moline at the time the reservation is made. For example; Atlanta, GA --943-xxx-xxxx, etc.
3. Cancel as soon as you know you cannot keep a reservation, whether for weather or any other reason. Do not assume that in inclement weather the aircraft will not be needed. Adjust your reservation if you find you will be delayed in leaving or returning early.
4. If you will be delayed in returning on a cross country flight, contact the Club president or another director, informing them of the reason of delay and approximate time of your return. All delays should be reported promptly to prevent any undue anxiety, investigation, or search, plus the schedule correction of the aircraft.
5. Contact other members, or a Club director for assistance if you feel a reservation re-arrangement can solve a particular reservation problem.
6. If you are more than (45) minutes late for a departure on a local flight, the aircraft may be rescheduled by another member.

7. When an aircraft is scheduled for a long cross country flight and is delayed in departing, and still hangered, the member should be contacted before the aircraft is re-scheduled to another member. (This does not relieve the scheduling member of the responsibility of delaying the start or canceling the flight completely).

**SECTION II - RESTRICTIONS OF USE:**

1. Each flight shall have a Club Member as Pilot in Command of any Flying Eagle Aircraft.
2. No flight shall be made without the proper reservation made on Schedulemaster.
3. Each cross country flight of over 300 miles will require a VFR or an IFR flight plan properly filed with Flight Service.
4. It shall be the responsibility of any member taking a Flying Eagle aircraft on a overnight cross country to have it tied down or hangered and locked properly. Such fees, as well as any landing fees, will be paid for by the member.
5. All flights are to be made within the limits of the FAA certificate held by the member piloting the aircraft.
6. All flights must be made with strict observance of all FAA, and State Regulations, and Local Rules, Aircraft Operating Limitations, and Approved Cockpit Procedures.
7. Instruction in any Flying Eagle Aircraft can only be obtained by an authorized instructor. (Instructor must be a member of the Club, or approved by the Board of Directors).

**SECTION III - INSPECTION AND MAINTENANCE:**

1. Pilots should check Schedulemaster, complaint sheets, or status board and aircraft log books for A.D.'s and for maintenance problems before going to the aircraft to make their preflight check of the aircraft. (Note: All aircraft log books are stored in Hangar D7, except when required on a FAA check flight or maintenance flights.)
2. There shall be a proper preflight inspection, (with check list) of any Flying Eagle Aircraft, performed by the pilot before all flights. This should include oil and fuel quantity and other safety checks, as well as any visual defects. Any aircraft found not airworthy shall not be flown and the reason noted in the members plane Log, (located in the glove box), the squawk sheet (located in the club office) and on the board in each hanger, plus notifying the Club president or another director before leaving the airport. (This will help to speed up the maintenance and make the aircraft available for flight).
3. Any aircraft defects found during, or after the flight, should be handled as in Section III, No. 2, on page 2.
4. All unattended aircraft should be tied down, (with controls locked), or hangered and locked properly by each member after a flight.
5. Keep aircraft interior clean, check and sign appropriate space in the members log for each aircraft after each flight.

#### **SECTION IV - GENERAL RULES:**

1. All members shall observe all Federal Aviation Regulations, Local Airport Rules and all other Flight Regulations formulated for the operation of Flying Eagle Aircraft and shall conduct themselves in a manner that is a credit to the Flying Eagle organization they represent.
2. No member shall receive flight instruction in a Flying Eagle aircraft from any instructor except those designated and approved by the Board of Directors.
3. No member may permit a non-member to fly a Flying Eagle aircraft or permit a member not qualified in a particular aircraft type, to fly while the aircraft is in their custody.
4. A student pilot may fly as a student only with a Flying Eagle designated instructor or on a solo flight after receiving authorization from their instructor.
5. **Each member is responsible to see that their Medical and BFR's are current and that the current dates are furnished to the Club and posted on their status sheet kept in the Club's office.**
6. Each member joining the Flying Eagles shall be instructed and checked out properly in each type aircraft and it's equipment before they may take custody of, and pilot the aircraft. (THE MEMBER as well as the INSTRUCTOR are responsible for getting the check out date posted on the members status sheet in the Club's office).
7. Overloading of Flying Eagle aircraft is prohibited. It is the responsibility of each member to know the authorized loading and loading requirements of each aircraft, before they fly it.
8. All fuel and oil purchased on cross country flights must be posted, (with total cost), in the members log in the aircraft in order to check operating cost of aircraft. (Only the number of gallons need be posted when purchasing gas at Elliott's at Moline, or at Clinton, IA.
9. Flying Eagle aircraft shall not be used by a member for a commercial operation or personal gain. A member may accept an offer to share the cost of a flight equally for a common interest. Particular care must be taken that it cannot be construed as a charter operation. A member may use Flying Eagle aircraft for personal transportation, for pleasure, in their business, or for their employer. (NO MEMBER MAY OFFER TRANSPORTATION FOR A PROFIT).
10. No member any take off or land when Special VFR conditions exist unless they have been checked out to do so by a Flying Eagle designated flight instructor.
11. A minimum flying charge of one (1) hour per day will be assessed on all overnight flights away from Moline, for example, away for three (3) nights a minimum charge of three (3) hours of the aircraft's current rate.
12. A flight recheck, by an authorized Flying Eagle instructor, will be required if a member has not flown three **(3) hours** and made three (3) take-off and landings in any ninety (90) day period.

13. There is a \$1,000 deductible on any damage claim filed with the insurance company. Each club member is responsible for the first \$500 for any damage caused to the aircraft while under that member's care or usage, regardless of whether or not a damage claim is filed with the insurance company. Club members are required to report any and all damage that occurs to any club aircraft or is caused by the operation of any club aircraft. If the Board determines that there is liability on the part of a club member, that member will be billed for the repair of damages incurred, up to \$500. If the damage is the result of operating outside of club rules, or due to careless or reckless operation, the \$500 limit will not apply and the club or its insurance company may seek total damage recovery from the offending member.

14. First, last and always, THINK SAFETY and use good judgment in your flying techniques.

#### **SECTION V - CHARGES FOR RETURNING AIRCRAFT LEFT AWAY FROM MOLINE, IL.**

1. **ADVERSE WEATHER:** If a Flying Eagles aircraft is left away from Moline because of adverse weather conditions which would make a prompt flight hazardous, the member is responsible for seeing the aircraft is tied down or stored and locked properly. They should then contact the Club president, or any director, and tell them the location of the aircraft, so a note may be made on Schedulmaster and attempt to contact the next scheduled member who wants to use the aircraft, if a problem exists. The member will return the aircraft immediately upon the advent of good weather. If returned by the Club, all expenses for such return will be charged to the member, at the aircraft's current flight rates. However, no minimum flight time or tie down fees will be charged to the member for the time the aircraft is away from Moline during the period of adverse, or hazardous weather.

2. **DUE TO MAINTENANCE:** Should it become necessary to obtain extensive or time consuming repairs while on a cross country flight, the member is responsible for seeing the aircraft is tied down or stored and locked properly. They should then contact the Club president, or any director, to tell them the location and the exact problem with the aircraft so the proper authorization for repairs, may be given, and a note may be made on Schedulmaster, the status board and complaint sheet, plus an attempt to contact the next member scheduled to use the aircraft, if a problem exists. If the member must return before the aircraft can be restored to an airworthy condition, the Club shall pay for the temporary tie down, repairs and return of the aircraft to Moline. No minimum flight time will be charged to the member for the extra days the aircraft is away from homebase due to maintenance. (NOTE: Any repairs required on a cross country flight over the amount of \$200.00 must be approved by calling the Club president, or a director).

3. FOR REASONS OTHER THEN STATED IN (1) AND (2) OF SECTION V: When a Flying Eagle aircraft is left at an airport other than Moline at the convenience of the member, the member shall be responsible for the return of the aircraft and storage or tie down fees resulting there from. The minimum current rates for the aircraft shall continue to apply until the aircraft is returned, unless relief from such charges are granted by the Board of Directors. All transportation cost incurred by the Club in returning the aircraft shall be paid by the member.

#### **SECTION VI - MEMBERS RESPONSIBILITIES**

1. Reasonable care during operation, including interior, being responsible for any damage due to carelessness by pilot member or passengers.
2. Know the correct and safe operating procedures for each aircraft flown, noting proper operation by monitoring all gauges.
3. Know the proper procedure for any emergency, including weather related flight, and avoid hazardous situations.
4. Keep aircraft clean, both interior and exterior, including the removal of all debris, such as pop cans, gum wrappers, etc., after each flight. Clean the bugs off all leading edges. (Check and sign proper space in members log in aircraft).
5. Know the proper usage of radios and related equipment, using only the radio equipment required for your type of flight operation.
6. Know the proper way to lean the fuel mixture, and avoid the yellow arc on the tachometer, to save on engine maintenance. **(DO NOT RED LINE!!)**
7. Report any mishaps and or damage to the proper Club Officer to insure that the aircraft will be ready, if possible for the next scheduled flight.
8. Be responsible for returning the aircraft by the end of your scheduled time to insure that other members may use same aircraft as scheduled.

#### **NOTE:**

THESE OPERATING RULES AND REGULATIONS ARE DESIGNED TO AID IN THE SYSTEMATIC AND EQUITABLE UTILIZATION OF FLYING EAGLE AIRCRAFT. THEY ARE ALSO DESIGNED TO HELP EACH MEMBER HAVE MANY ENJOYABLE AND SAFE HOURS OF FLYING, AT ECONOMICAL RATES.

THE OPERATING RULES ARE FORMULATED BY THE FLYING EAGLES BOARD OF DIRECTORS AS PROVIDED IN THE BY-LAWS AND WILL REMAIN IN EFFECT UNTIL REVISED RULES ARE PUBLISHED.

**SECTION VII**

The undersigned Quad City Area Flying Eagles member acknowledges the receipt of the current Flying Eagles Operation Rules and Regulations and By-Laws (copies on our website at [www.qcflyingeagles.com](http://www.qcflyingeagles.com)) and agrees to be bound by their conditions and provisions and also acknowledges that they have read the rules and by-laws and understand their purpose and intent.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

PRINT NAME \_\_\_\_\_

SIGN NAME \_\_\_\_\_

THE QUAD CITY AREA FLYING EAGLES, INC.

BY \_\_\_\_\_  
Title of club officer

SIGNATURE OF PARENT OR GUARDIAN  
OF MEMBER UNDER AGE OF 18.

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PLEASE RETURN THIS ACKNOWLEDGMENT SHEET TO QUAD CITY AREA FLYING EAGLES OFFICE, OR MAIL TO: QUAD CITY AREA FLYING EAGLES, 6152 76<sup>th</sup> AVENUE - APT. D, MILAN, IL 61264

AOPA Membership number: \_\_\_\_\_ Exp Date \_\_\_\_\_