



## Aircraft Rental & Use Agreement

Revised: 01/22/26

For the safety, professionalism, and convenience of our customers, the following policies, terms, and conditions apply to **all pilots (students, renters, and instructors)** operating aircraft owned, leased, or operated by **Watch Me Fly Academy**, a division of **High View Air, LLC** ("Academy").

This agreement also applies to pilots receiving instruction from Watch Me Fly Academy instructors in aircraft not owned by the Academy.

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### 1. REGULATORY COMPLIANCE

All pilots must comply with:

- All applicable **Federal Aviation Regulations (FARs)**
- FAA currency and certification requirements
- Guidance in the **Aeronautical Information Manual (AIM)**
- All **Watch Me Fly Academy policies and procedures**

Failure to comply may result in suspension or termination of rental and/or training privileges.

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### 2. REQUIRED DOCUMENTATION

Prior to each flight, pilots must have the following **on file and current** with Watch Me Fly Academy:

- a. Academy Customer Registration Form
- b. Copy of current FAA Pilot Certificate and Medical Certificate (if applicable), including current Flight Review endorsement
- c. Aircraft checkout and currency record signed by a Watch Me Fly Academy–approved instructor
- d. Pilot Experience Form (student pilots excepted)
- e. Covenant Not to Sue for pilot and all occupants
- f. Aircraft Rental & Use Agreement (this document)
- g. Valid credit card authorization on file or approved deposit
- h. Immediate notification to the Academy of any change, expiration, suspension, or revocation of required documents

**It is the pilot's sole responsibility** to keep all documentation current.

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### 3. AIRCRAFT CONDITION & DISCLOSURE

The Academy rents aircraft in **airworthy condition** and will disclose known discrepancies through its scheduling or dispatch system.

Pilots must review all reported squawks prior to flight. The Academy does **not guarantee** that aircraft availability or performance will meet any pilot's personal, business, or scheduling needs.

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### 4. DISCREPANCIES & DAMAGE REPORTING

- Any mechanical issue or discrepancy must be reported **immediately** to an Academy instructor or manager
- Pilots must review discrepancies before flight and confirm proper placarding or sign-off
- All pilots are responsible for reporting **any aircraft damage**, regardless of severity
- Failure to report damage will result in pilot liability

Pilots must conduct thorough **preflight and postflight inspections**. When in doubt, photographic documentation is encouraged.

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### 5. PILOT RESPONSIBILITY FOR DAMAGE

Pilots are financially responsible for **unreported or negligent damage**, including but not limited to:

- Flat-spotted tires
  - Wingtip or propeller damage
  - Interior damage
  - Ground handling incidents
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### 6. FUEL SAMPLING & SAFETY

Pilots must:

- Use an approved fuel sampling device
- Return uncontaminated samples to the tank when appropriate
- Dispose of contaminated fuel properly
- Report fuel contamination immediately

Failure to comply may result in disciplinary action and/or legal exposure.

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### 7. REFUELING PROCEDURES

Aircraft are rented at a **wet rate** unless otherwise specified.

- Avoid unnecessary topping-off
- Verify fuel quantity visually before fueling
- Ground and chock aircraft during refueling
- Use self-serve primarily with the assistance of your instructor

Unnecessary refueling that causes wear or damage may result in pilot liability.

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## 8. FUEL REIMBURSEMENT

Fuel purchased away from the home base will be reimbursed **up to the Academy's current home-base self-serve rate**, with an original receipt provided.

Costs exceeding this rate—including ramp, parking, or call-out fees—are the pilot's responsibility.

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## 9. DISPATCH & CHECK-IN

### Pre-Flight:

- Verify Hobbs and tach times
- Record times, oil quantity, and discrepancies in the Academy's scheduling system and aircraft logbook

### Post-Flight:

- Record ending Hobbs and tach times
- Complete check-in and payment authorization
- Notify the Academy promptly of any issues

If Hobbs is inoperative, billing time will be calculated using tach time  $\times 1.2$ .

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## 10. AIRCRAFT RETURN & RECOVERY

Aircraft must be returned to home base unless deemed unsafe due to mechanical or weather conditions.

- Failure to return aircraft as scheduled may result in recovery charges
- If repairs under \$300 are required, pilots may authorize local repair
- Repairs over \$300 require Academy approval
- Approved repair expenses will be reimbursed upon receipt

The Academy is responsible for mechanical failures **not caused by pilot negligence**.

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## 11. PAYMENT TERMS

- Valid credit card required on file
  - All flight charges are due immediately upon completion
  - Autopayment authorization is mandatory
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## 12. MINIMUMS & CANCELLATIONS

- Reservations exceeding 5 hours in a 12-hour period are subject to a 3-hour minimum
  - 24-hour notice required to avoid cancellation fees
  - Weather-related cancellations below personal or Academy minimums incur no penalty
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### 13. OVERNIGHT RENTALS

Overnight rentals require **prior approval**. Unless otherwise agreed, a **4-hour per day minimum** applies.

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### 14. INSTRUCTION RESTRICTIONS

Only **Watch Me Fly Academy–approved instructors** may provide instruction in Academy aircraft. Unauthorized instruction is prohibited.

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### 15. OPERATING LIMITATIONS

The following are prohibited:

- Off-airport landings (non-emergency)
  - Unpublished airports
  - Gravel or unimproved surfaces without approval
  - Formation flight
  - Aerobatics or solo spins (Spin training is only allowed in certified spin aircraft with an instructor)
  - Commercial or “for hire” operations
  - Flights outside the continental United States
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### 16. AIRCRAFT SECURING

Pilots must properly secure aircraft after each flight, including:

- Switches off
- Tie-downs (last Flight) and chocks
- Control locks installed
- Doors locked
- Covers installed as required

FAA-required equipment may **not be removed**.

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### 17. CABIN & INTERIOR POLICIES

- No smoking
- No eating
- Water only in resealable containers
- Ink pens discouraged

Pilots are responsible for interior damage.

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### 18. PERSONAL PROPERTY

The Academy is not responsible for personal items left in aircraft or facilities.

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## 19. MISCELLANEOUS CHARGES

Pilots may be charged for:

- Negligent wear or damage
  - Checklist neglect
  - Lost keys
  - Missing equipment or documents
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## 20. LEGAL RESPONSIBILITY

Pilots agree to pay all fines, penalties, legal fees, and costs arising from their operation of Academy aircraft.

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## 21. FLIGHT PLANNING REQUIREMENTS

- ATC flight following required for VFR flights over 50 NM when available
  - Flight plans must be filed, opened, and closed when flight following is unavailable
  - Route of flight must be provided at reservation
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## 22. CURRENCY REQUIREMENTS

### **Total Time    Currency Requirement**

0–125 hrs    1 hr + 3 Takeoffs & Landings every 30 days

125–350 hrs 1 hr + 3 Takeoffs & Landings every 60 days

350+ hrs    1 hr + 3 Takeoffs & Landings every 90 days

Waivers may be granted by Academy management.

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## 23. INSURANCE

The Academy maintains aircraft liability insurance.

Renters are responsible for **any deductible** and damages not covered.

**Renter's insurance is required**, minimum:

- \$20,000 damage to non-owned aircraft
  - \$500,000 / \$100,000 liability
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## 24. BLOCK TIME

- Non-refundable
  - Expires one year from purchase unless extended in writing
  - May be used for aircraft rental and training
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## **25. RIGHT OF REFUSAL**

The Academy reserves the right to refuse service at its discretion.

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### **AGREEMENT ACKNOWLEDGMENT**

I acknowledge that I have read, understand, and agree to abide by the Watch Me Fly Academy Aircraft Rental & Use Agreement.

**Pilot Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_