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## POLICIES AND PROCEDURES

### SECTION I GENERAL FLIGHT OPERATIONS

#### A. WEATHER REQUIREMENTS/MINIMUMS

##### GENERAL

1. A comprehensive weather briefing from a Flight Service Station is required for all flights, local or cross-country.
2. When outside temperature is 90°F/32°C or above, all 160hp aircraft are grounded (Katanas excepted). When outside temperature is 95°F/35°C or above, ALL Aspen aircraft are grounded.

##### OPERATIONS

1. Dual - each instructor will insure weather conditions are acceptable to accomplish the required training and are within his/her capabilities.
2. Solo (local flights) - minimum 3000 feet ceiling and 10 miles visibility. Permission may be given for specific flights in the traffic pattern only by a flight instructor when conditions are less than 3000 feet ceiling and 10 miles visibility.
3. Solo (cross-country flights) - conditions over the entire route are minimum 5000 feet ceiling and 10 miles visibility and are expected to remain so for the flight.
4. Wind limitations -
  - a. No flight may take place when the crosswind component exceeds that demonstrated per the POH.
  - b. No flight may take place when wind gusts are  $\geq$  30kts.
  - c. Dual flights are at the instructor's discretion and must insure the conditions are within his/her capabilities.
  - d. Student solo flights may not depart when actual or forecast winds, for the duration and up to one hour after expected time of completion of the flight, exceed 16kts, steady or gusting, or the crosswind component is in excess of 8 knots.

#### B. GROUND OPERATIONS

1. Except for specifically authorized instructors, **no pilot or instructor shall attempt to start an aircraft by hand propping**. Procedures outlined in the pilot's handbook should be followed whenever starting an aircraft. Extreme care should be used to insure no danger exists to any ground personnel.
2. Except when necessary to avoid obstructions or other aircraft, all taxi operations should be on the taxiway centerline and at a speed no faster than a brisk walk.
3. Extreme care should be exercised when taxiing in the immediate vicinity of other parked aircraft.
4. When taxiing, there must be at least a 5-foot clearance from all other objects. If you are in doubt, tow the aircraft, or have another person outside the aircraft to check clearances.
5. **Taxiing the aircraft across tie-down cables for parking is considered unacceptable procedure.** Damage to propeller, wingtips and tires occurs easily.
6. All aircraft shall depart to the **south** and arrive from the **north** taxi lanes (unless a hazard exists).
7. Aircraft shall be parked parallel to the parking space, and the towbar used to push the aircraft back. Aircraft may not be moved without the use of the towbar.

8. NEVER taxi through a snowdrift or ice dam.
9. Do not place any items near the windscreen on top of the instrument panel glare shield. Windscreens scratch very easily.

#### **C. FIRE PRECAUTIONS AND PROCEDURES**

1. Each pilot shall follow the pilot's handbook emergency procedures whenever necessary in the event of a fire either on the ground or in flight.

#### **D. UNPROGRAMMED LANDINGS**

1. Any pilot who makes an **unprogrammed landing** either on or off airport shall **contact Aspen Flying Club by phone, and obtain permission to redispach prior to taking off.** Notification of Aspen Flying Club is not required if an Aspen-approved instructor is on board and the landing was at a public use airport.
2. In some cases it may be required for an Aspen Flying Club instructor to take off and return the aircraft to Centennial Airport.

#### **E. AIRCRAFT DISCREPANCIES**

1. Should any condition of airframe, engine, or avionics be found which renders the aircraft unairworthy, or might render the aircraft unairworthy, the pilot shall:
  - a. If at Centennial Airport, immediately report the condition to Aspen Flying Club through an aircraft discrepancy sheet (squawk sheet) located with the tach sheet or in person at the front desk.
  - b. If at an airport other than Centennial, notify Aspen Flying Club by phone and receive instructions.

#### **F. SECURING UNATTENDED AIRCRAFT**

1. **Any aircraft left unattended must be chocked by a minimum of one wheel, OR** have the parking brake set.
2. Aircraft should be returned to and parked in the properly designated locations for the type of aircraft.
3. To prevent damage, upon completion of a flight the flight controls will be immobilized with a control lock or seat belt. The aircraft must also be properly tied down, chocked and locked.
4. Replace any additional coverings pitot tube cover
5. Please keep the aircraft neat and clean. Remove any trash from the plane (there are trash barrels on the flightline). Please leave planes in the same condition you would like to find them.

#### **G. MINIMUM FUEL REQUIREMENTS**

1. For cross-country flights (planning), the minimum fuel reserve for departure is one (1) hour, after considering winds and weather.
2. For cross-country flights (en route), an additional fuel stop is required while en route any time the estimated fuel reserve becomes less than thirty (30) minutes.
3. For local flights, the minimum fuel reserve for departure is forty-five (45) minutes.
4. The use of a fuel gauging stick is required during a visual inspection to verify the fuel available for the flight.

#### **H. COLLISION AVOIDANCE**

1. All pilots must be constantly vigilant on the ground or while airborne for obstructions or other aircraft.
2. **A brake check should be done immediately after the aircraft begins to move from its parking place** and the maximum speed for any taxi operation should be equivalent to a brisk walk. Extra care shall be taken during night operations.
3. Due to the high density of operations, extra care should be taken between Centennial and the practice area. It is advisable to monitor 122.75 for other local traffic in the practice area.
4. Special care should also be taken just outside the Centennial Airport traffic area and in the vicinity of common visual checkpoints such as the KOA tower or the Parker radome.

#### **I. MINIMUM ALTITUDES**

1. All flight operations will be conducted in accordance with FAR 91.119.
2. Simulated power failure emergencies when NOT accompanied by an Aspen Flying Club qualified instructor:
  - a. **No pilot shall descend below 1000' AGL.**

- b. An engine failure may be simulated only by retarding the throttle. **Using the mixture control or fuel selector to simulate an engine failure is NOT acceptable.**
- c. Care should always be taken not to disturb people or livestock on the ground.
- 3. Simulated power failure emergencies when accompanied by an Aspen Flying Club qualified instructor:
  - a. The minimum altitude is 1,000' AGL and only with the engine running and when the instructor determines that it is safe.
  - b. At no time should the aircraft be allowed to get closer than 500' to any person, structure, vehicle or vessel as required by **FAR 91.119**.
- 4. Multi-engine training:
  - a. All emergency procedures will be performed no lower than 1,000-ft. AGL.
  - b. Single-engine approaches are approved down to 500 ft. AGL or above. At 500 ft. AGL and below both engines must be utilized for landing.
  - c. Single-engine landings will be performed only by Check-Airmen just prior to students check ride.

**J. ASSIGNED STUDENT PRACTICE AREA**

- 1. The Aspen Flying Club practice area boundaries are as follows:  
Starting at the intersection of Belleview Ave. and I-25;  
south along I-25 to a point one (1) nm north of Perry Park Airport;  
then a straight line east, across the satellite station to a 210' tower located five (5) nm south of the town of Kiowa;  
then a straight line northeast to Chaparral Airport;  
then a straight-line eight (8) nm north to the power lines;  
then west along the power lines across Aurora Reservoir and Quincy Reservoir to the intersection of Belleview Ave. and I-25.
- 2. Students may cross north of I-70 for operations within the traffic pattern at Front Range. However, **student pilots must have the required logbook entry by their instructor.**

**SECTION II  
ADDITIONAL FLIGHT OPERATING PRACTICES  
ALL PILOTS**

**A. FLIGHT PRIVILEGES**

- 1. **Initial Checkouts** - No flight by any pilot will be permitted unless that pilot has been approved by a properly authorized Aspen Flying Club instructor for flight in the particular model he/she wishes to fly.
- 2. **Annual Proficiency Checkouts/AFR (Aspen Flight Review)** - To promote competency and safety each member on active flying status is required to fly with an Aspen Flying Club designated flight instructor for approximately one hour once a year. Done during the same month as the Biennial Flight Review, in alternating years, the proficiency check will be held to the same standard as a Biennial Flight Review. It will be used as an exchange of piloting ideas and techniques, and serves to maintain currency throughout the membership.
- 3. **Recent Experience**
  - Student Pilot Certificate:** Minimum of 2 flights per month with a minimum of 2 hours flight time including 3 takeoffs and landings.
  - Private Pilot Certificate:** Less than 100 hours total time: Minimum of 1 hour during the past 30 days including 3 takeoffs and landings. More than 100 hours total time: Minimum of 1 hour during the past 90 days including 3 takeoffs and landings.
  - Commercial Pilot Certificate:** Less than 1000 hours total time: Minimum of 1 hour during the past 90 days including 3 takeoffs and landings. More than 1000 hours total time: As required by FARs.
  - Airline Transport Pilot Certificate:** As required by FARs.
- 4. **Re-training Flights-** The Chief Pilot, Assistant Chief Pilot, or their designee may at their discretion require any member to complete a remedial re-training flight in the interest of safety. This may include ground training as well as flight training.

## **B. FLIGHT PLANS**

1. **All cross-country flights must be conducted according to a flight plan filed and activated with flight service.** All flight plans shall be closed after each flight with the appropriate FSS.
2. A copy of all cross-country flight plans must be left at the Aspen Flying Club front counter.

## **C. WEIGHT AND BALANCE**

1. It is each pilot-in-command's responsibility to ensure that each flight is within the weight and balance limits prescribed by the aircraft manufacturer.
  - a. **The twins are very weight sensitive. Please double-check your work.**

## **D. IFR FLIGHTS**

1. IFR flights may only be conducted in IFR-qualified Aspen Flying Club aircraft and by current IFR qualified pilots.

## **E. AIRPORTS OF INTENDED USE**

1. **Landing of Aspen aircraft shall be limited to paved runways at public use airports.** Exceptions include:
  - a. Prior written approval from the Aspen flight department.
  - b. Emergencies.
  - c. Dual flights as part of a training program approved by the Chief Pilot, Assistant Chief Pilot, or their designee.

## **F. PILOTS OPERATING HANDBOOK AND CHECKLISTS**

1. All pilots must be thoroughly familiar with the pilot's operating handbook or owner's manual for each aircraft being flown.
2. A pilot's operating handbook or owner's manual, and aircraft checklist must be carried in the aircraft on each flight.
3. Use of aircraft checklists is good operating practice and is required. **Please do not remove checklists from aircraft.**

## **G. SMOKING**

1. **Smoking while in any Aspen Flying Club aircraft is prohibited.** Smoking increases fire hazard and is detrimental to aircraft instruments, as well as pilots' physiology. The Aspen Flying Club lobby, flight training department, JetCenter lobby, hangar and flight line are also **NO SMOKING AREAS.**

## **H. MOUNTAIN FLYING (A mountain flight is considered to be any terrain above 8,000 feet MSL.)**

1. Mountain flights in Aspen Flying Club aircraft are allowed **only after:**
  - a. Receiving a mountain checkout by an Aspen Flying Club authorized instructor; **or**
  - b. Receiving a waiver signed by the chief instructor, which is then entered into the pilot's file.

## **I. SPINS AND OTHER AEROBATIC FLIGHT**

1. **Aerobatic flight, including intentional spins, in Aspen Flying Club aircraft is forbidden,** except that which is taught in an appropriate flight course by an instructor authorized by Aspen Flying Club.
2. **Parachutes will be worn during all aerobatic flight.**

## **J. FORMATION FLIGHTS**

1. Formation flights create a serious collision risk and should be performed by experienced, trained pilots only. **The use of Aspen aircraft in any formation flights is strictly prohibited.**
2. All Aspen aircraft shall maintain a separation of at least 1/4 mile from any other aircraft while flying over similar routes.

## **K. OIL**

1. **Do not use partial quarts of oil.** Deposit any empty oil containers and trash in the yellow trash barrels.
2. When you put oil in an engine, please mark the Oil Consumption Record Sheet in the oil box, indicating the tail number of the aircraft. This data will permit us to keep track of engine wear and performance.

**L. CHARTER SERVICE**

1. Aspen Flying Club aircraft will not be operated for commercial charter purposes, as it is a violation of the Federal Aviation Regulations.

**M. FOREIGN COUNTRY FLIGHTS**

1. Aspen Flying Club aircraft are not permitted to be flown to any foreign country without prior written consent of Aspen Flying Club.

**SECTION III  
STUDENT PILOTS**

**A. STUDENT SUPERVISION**

1. **Students must be under the supervision of an Aspen Flying Club-authorized Certified Flight Instructor at all times.** Each individual solo flight must have prior approval and proper sign offs from the instructor at the time of the flight. Blanket approvals are not allowed.

**B. SAFETY MEETINGS (STUDENT PILOT CERTIFICATE)**

1. **Attendance is mandatory for student pilots at Aspen Flying Club Safety Meetings.** Any student unable to attend a scheduled Safety Meeting is required to view the videotape of the meeting and receive approval from his/her flight instructor prior to any further flight.

**C. RECENT EXPERIENCE FOR SOLO FLIGHT (STUDENT PILOT CERTIFICATE)**

1. Minimum of two (2) flights per month with a minimum two (2) hours flight time including three (3) takeoffs and landings. If a student pilot does not meet these minimums, he/she must fly with an instructor prior to any solo flights.

**D. WIND LIMITS (STUDENT PILOT CERTIFICATE)**

1. Student solo flights may not depart when actual or expected winds exceed 16 knots or with a crosswind component in excess of 8 knots. If limitation in your logbook is less than stated here use logbook limitation ONLY.

**E. RUNWAY CONDITIONS (STUDENT PILOT CERTIFICATE)**

1. No student pilot may depart on a flight if the runways at any airport of intended operation are reported to be icy or snow covered, or where the runway braking action is reported as fair, poor or nil, (defined as any friction value (MU) less than 40).

**F. CROSS-COUNTRY FLIGHTS (STUDENT PILOT CERTIFICATE)**

1. All solo cross-country flights will depart with fuel tanks topped-off. The only exception is if your weight-and-balance does not allow for full fuel. (All twin-engines are very weight- and CG-sensitive. Please double-check your work.)

**G. NIGHT FLIGHTS (STUDENT PILOT CERTIFICATE)**

1. Student solos at night are prohibited unless specifically authorized by the chief pilot.

**H. RUNWAY LENGTH (STUDENT PILOT CERTIFICATE)**

1. All solo student pilots will use the full runway length for takeoff. No intersection takeoffs are authorized.

## SECTION IV ADMINISTRATIVE POLICIES

### A. AIRCRAFT SCHEDULING AND USE

1. Aircraft scheduling is provided 24 hours via online schedule, during normal business hours by phone, (303) 799-6794, or in person at the front desk. After hours a reservation may be left on the office voice mail; however, confirmation must be obtained prior to departure to ensure availability. No flight may depart unless it has been scheduled with the Aspen Flying Club office.
2. Please avoid scheduling an aircraft for more than thirty (30) minutes prior to departure and thirty (30) minutes after planned arrival. If you change departure time or date, or come back early, please notify the office. Be considerate! When an aircraft reservation is scheduled and not used, or canceled on short notice, it prevents others from using the aircraft and reduces income the aircraft owner rightfully deserves.
3. **Late Arrivals**
  - a. **For reservations of one day or less:** if the pilot is more than thirty (30) minutes late in claiming his/her reservation, the aircraft may be released to another member. If you are running late for your reserved time, call the Aspen Flying Club office to avoid losing your reservation.
  - b. **For extended reservations of more than one day:** if the pilot is more than two (2) hours late in claiming his/her reservation, the aircraft may be released for someone else to use.
  - c. Prior to using an airplane when another pilot has not arrived to use his reservation, you must obtain a release from the Aspen Flying Club office. The lock box combinations are for your convenience, but if you give them out your flying will be limited to office hours.
  - d. **Every effort should be made to return the aircraft ON TIME.** Repeated violations may result in suspension of privileges at Aspen Flying Club. A minimum \$10 late fee may be assessed for aircraft that are returned late.
4. Aircraft keys and checkout sheets are dispatched from the Aspen Flying Club office front desk. Tach and Hobbs times must be entered on the aircraft checkout sheet prior to engine start and after engine shutdown.
5. **Before/After Hours Flights** - A lockbox is provided in the Aspen Flying Club front foyer for flights scheduled to begin before the office is open, after the office is closed, or on the hour of the office opening/closing. Aircraft checkout books are left in the lockbox for flights scheduled during these times, and a signout sheet is also provided. The lockbox code changes daily. Request the code when scheduling the flight.

### B. OFFICE HOURS (subject to change)

1. **Summer Hours** begin and end with Daylight Savings Time (the second Sunday in March and the last Sunday in October).

<b>Monday - Saturday</b>	<b>7:00am - 7:00pm</b>
<b>Sundays</b>	<b>8:00am - 5:00pm</b>
2. **Winter Hours**

<b>Monday - Saturday</b>	<b>8:00am - 5:00pm</b>
<b>Sundays</b>	<b>8:00am - 5:00pm</b>

### C. EXPENSES INCURRED AWAY FROM CENTENNIAL AIRPORT

1. Members will be reimbursed for aircraft fuel expenses\* incurred away from Centennial by submitting the original fuel receipt to the Aspen office within thirty (30) days. Fuel receipts older than thirty (30) days may not be honored.  
\*Please note: check with counter for current reimbursement amount per gallon.
2. Expenses such as tie-down, lodging, alternative transportation and landing fees will be the member's responsibility.
3. Any aircraft repairs or expenses exceeding \$50 must be pre-authorized by Aspen Flying Club. In addition, in case of accident and proven pilot error, the member agrees to pay the amount not paid by or covered by insurance (i.e. insurance deductible).

#### **D. CROSS-COUNTRY MINIMUMS**

1. A minimum charge of two (2) hours per day will be made for all cross-county flights. Dry rates apply only to that portion of minimum daily charges not covered by tach or Hobbs meter time. Example: A cross-country trip of 16 days with a Hobbs time of 25 hours will have a charge of 25 hours WET plus 7 hours DRY rate for a total of 32 hours. Deduct the cost of gas purchased away from Centennial and provide the original gas receipt with your payment. (Be sure your name and member number are on all payments and fuel tickets.)  
**Advance payment for one-half the flight hours on any cross-country flight over five (5) hours is required.**

#### **E. CARELESSNESS/IMPROPER PROCEDURES**

1. Maintenance expenses resulting from member carelessness or improper operating procedures may be billed directly to the member. For example: if a member forgets to turn off the master switch following a flight, causing a battery to freeze and thus destroying it, the member may be charged directly for the battery replacement. Control damage caused by a failure to install a gust lock is another example whereby a member may be charged.
2. A \$10 minimum fee may be charged if an aircraft is parked incorrectly. This includes, but is not limited to, parking any aircraft in the wrong location, improperly securing the aircraft (improperly tied down and/or chocked, failure to install the gust lock, master switch left on, etc.), or returning an aircraft in poor condition (excessively dirty interior, trash, etc.).

#### **F. INITIATION FEE**

1. The initiation fee for use of Aspen Flying Club aircraft is \$100. The initiation fee is subject to change by Aspen Flying Club and is not refundable.
2. For valid reasons, a member may be granted a leave of absence with reduced dues of \$11 per month (Inactive status). This leave shall be for a minimum of three (3) months. Any member who wishes to resume flying privileges before the three months has elapsed shall be billed for the full dues schedule. Inactive status allows the member to resume flying privileges at any time after the minimum without an initiation fee being assessed, or re-paying into the insurance pool.

#### **G. DUES AND PAYMENT**

1. Club dues will be automatically billed each month to the member's credit or debit card. Other payment options may be allowed, but member may incur an additional service fee.
2. For charges other than club dues, club members have two options for payment: a) pay at the time products or services are provided, or b) prepay.
3. For flights returning after normal business hours, payment must be made with either prepaid funds, cash, check, or credit card. Any member wishing to participate in after hours operations must have a credit card authorization form on file with Aspen Flying Club.
4. Billing statements showing a club member's activity will be provided upon request.
5. Aspen Flying Club aircraft are rented at a "wet rate", meaning fuel costs are included in the rental price except where noted.
6. **Flying privileges will be suspended or revoked for any account overdue.**

#### **H. TERMINATION/RESIGNATION**

1. Either party can terminate the membership at any time. Resigning members shall submit written notice of resignation to become effective on the first of the month following the date of notice. At the time of resignation, the account must be paid in full. Any credit balance will be returned to the Member after all charges are accounted for.

#### **I. PHOTOCOPIES OF RECORDS REQUIRED**

1. To keep our records up-to-date, we require a photocopy of each member's driver's license and the following flight documents:
  - a. Pilot Certificate(s)
  - b. Medical Certificate
  - c. Pages of logbook including: last page, biennial flight review, mountain checkout and all checkouts in each type of Aspen Flying Club aircraft you intend to fly.

**J. DISCIPLINE**

1. In the event an incident occurs involving possible club or FAR violations; solo or pilot-in-command privileges in Aspen aircraft are automatically suspended pending an Aspen safety review. Members may be expelled for violations of the FARs or these Policies and Procedures, or for other cause. Expelled members forfeit their initiation fee.
2. **Re-training Flights-** The Chief Pilot, Assistant Chief Pilot, or their designee may at their discretion require any member to complete a remedial re-training flight in the interest of safety. This may include ground training as well as flight training. These flights will be conducted at the member's expense.

**K. INSURANCE**

1. **Liability** - Total liability coverage is \$3,000,000 for property damage and/or bodily injury with no per seat limitation. Student/renter pilot liability coverage is \$1,000,000 with a \$100,000 per seat limitation.
2. **Insurance Pool** – In lieu of requiring aircraft renter's insurance that could cost each member over \$200 per year, Aspen Flying Club has established an insurance pool. Members are required to pay \$40 annually into this pool, which will be used to offset the cost of deductibles or repairs in the event of a mishap.
3. **Deductibles** - Hull coverage is all-risk ground and flight coverage. If damage to an aircraft occurs, and the pilot-in-command is found to be responsible for the damage, then that PIC/member is responsible for paying the first half of any deductible, with the insurance pool paying the second half of the deductible. The not-in-motion deductible is \$250. The last pilot to fly the aircraft is responsible for any damage if the aircraft has not been properly tied down.

In-motion deductibles are as follows:

- Single-engine fixed gear aircraft ..... \$1,000
- Single-engine conventional gear aircraft..... \$2,500
- Single-engine retractable gear aircraft ..... \$2,500
- Multi-engine aircraft ..... \$5,000

4. **Requirements** - Aircraft hull damage and personal liability coverage is provided for all Aspen Flying Club members whose pilot's license, medical, flight review, Aspen Flight Review, and aircraft checkout records are current and properly on file in the business office. The pilot-in-command must be a bona fide member of the Club (must have signed an Aircraft Use Agreement). Members will also be asked to show the most recent flight in his or her logbook to verify currency.
5. **Medical Insurance** - Coverage for medical expenses is the responsibility of each individual member.

## SECTION V AIRCRAFT P.I.C. REQUIREMENTS

### TECHNICALLY ADVANCED AIRCRAFT (TAA)

- a. **Glass panel** (G1000, Avidyne, etc.)
  - 1. Ground school and flight training to proficiency for type pilot certificate held

### FIXED GEAR

- a. **200hp or less, single-engine fixed gear** (C-172N, P, Q; C-172S; C-172w/G1000, PA-28-181, DA20-C1; DA40-180)
  - 1. Student pilot's certificate or better
  - 2. Check out in make and model
- b. **201-235hp single-engine fixed gear** (C-182, C-T182, C-182T)
  - 1. Private pilot's certificate or better
  - 2. 100 hours total time
  - 3. Check out in make and model
  - 4. Turbo C-182 requires checkout flight in that airplane and viewing of video on turbo charging
- c. **More than 235hp** (6 seats or less)
  - 1. Private pilot's certificate or better
  - 2. 300 hours total time with 15 hours make **OR** 10 hours dual make and model
  - 3. Check out in make and model

### RETRACTABLE GEAR (all check outs in RGs should include 10 landings)

- a. **200hp or less, single-engine retractable gear** (C-172RG, PA28R-201)
  - 1. Private pilot's certificate or better
  - 2. 125 hours total time
  - 3. 25 hours retract time **OR** 10 hours dual make and model
  - 4. Check out in make and model
- b. **201-235hp single-engine retractable gear** (C-182RG)
  - 1. Private pilot's certificate or better
  - 2. 200 hours total time
  - 3. 25 hours retract **OR** 10 hours dual make and model
  - 4. Check out in make and model
- c. **More than 235hp** (6 seats or less)
  - 1. Instrument rating or better
  - 2. 100 hours retract
  - 3. 500 hours total time
  - 4. 15 hours in make and model **OR** 5 hours dual make and model
  - 5. Check out in make and model
  - 6. Turbo charging ground school (for turbo-charged aircraft only)

### TAILWHEEL (7KCAB)

- a. **Private pilot certificate, Tailwheel endorsement**
  - 1. If less than 10 hours in conventional gear type aircraft, then 10 hours dual required for check out.
  - 2. With 10-25 hours in conventional gear type aircraft, then 5 hours dual for aircraft checkout.
  - 3. Greater than 25 hours in conventional gear type aircraft: With 5 hours tailwheel in the previous 6 months then, an aircraft checkout required. If less than 5 hours in the previous 6 months, then 5 hours dual required with checkout.

### CIRRUS (CFI's must have Cirrus "CSIP" training)

- a. **SR-20**
  - 1. Private pilot certificate or Student certificate for Private pilot training.

2. Student solo authorized in conjunction with training only.
  3. With Private pilot certificate a minimum 10 hours dual to proficiency for transition.
- b. **SR-22**
1. Private pilot certificate with Instrument rating
  2. 300 hours total time
  3. 100 hours high performance\* (\*SR-20 time counts toward this high performance requirement)
  4. Minimum 10 hours dual to proficiency for transition.

#### **MULTI-ENGINE**

- a. **4 seats maximum** (PA44-180, Duchess)
1. Private and Multi-engine ratings
  2. 350 hours total time
  3. 50 hours multi, and CFI checkout; *or* Aspen multi-rating and 10 hours make and model and Aspen multi ground school
  4. All pilots with multi-engine rating and qualified to fly the Seminole are required to take their annual proficiency flight in the Seminole.
  5. All pilots with less than 500 hours total time, multi-engine rated and qualified in the Seminole will be required to have a proficiency check every 6 months in the Seminole.
- b. **More than 4 seats**
1. Private, Multi-engine, Instrument ratings
  2. 500 hours total time
  3. 100 hours multi, 15 hours make and model and CFI checkout; *or* Aspen multi-rating, 50 hours multi and 10 hours dual with CFI in make and model
  4. Aspen multi-engine ground school
  5. All pilots multi-engine rated, and qualified to fly this make and model of aircraft, are required to take their annual proficiency flight in this make and model of aircraft.

**I HAVE READ, UNDERSTAND, AND AGREE TO FOLLOW ASPEN FLYING CLUB POLICIES AND PROCEDURES.**

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**MEMBER NAME**

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**DATE**