

Orlando Sanford Flying Club
 1754 Rinehart Rd. Sanford, FL 32771
 (407) 617-9394
 www.orlandosanfordflyingclub.com



Application for Membership

Personal Information

First Name _____ Last Name _____
 Street _____
 City _____ State _____ Zip _____
 Home Phone _____ Work Phone _____ x _____
 Cell Phone _____ Email _____
 Flying Goals _____

Pilot Information

Date of Birth _____ Certificate No. _____
 Last Medical _____ Medical Class _____
 Last Flight Date _____ Last Flight Review _____

Certificates & Ratings

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> N/A | <input type="checkbox"/> Instrument |
| <input type="checkbox"/> Student | <input type="checkbox"/> Multi |
| <input type="checkbox"/> Sport | <input type="checkbox"/> CFI |
| <input type="checkbox"/> Private | <input type="checkbox"/> CFII |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> MEI |
| <input type="checkbox"/> Air Transport | <input type="checkbox"/> Other _____ |

Flying time

Total time _____
 SEL _____
 IFR _____
 Tailwheel _____
 Multi Engine _____
 Instruction given _____

Emergency Contact

Name _____ Tel No. _____

Agreements

I have read, understood & accept the Aircraft Use Agreement _____ initial
 I have read, understood & accept the Waiver of Liability & Hold Harmless Agreement _____ initial
 I have read, understood & accept Orlando Sanford Flying Club Policies & Procedures _____ initial

Membership Dues

Membership dues are \$50 per month billed quarterly through ACH.

(Form Attached)

I warrant that the answers given are true and complete to the best of my knowledge and belief and that no material information has been withheld.

Signature of Applicant: _____ Date: _____

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Aircraft Use Agreement

THIS AGREEMENT by and between USER, and Orlando Sanford Flying Club.

The USER is making an application to Orlando Sanford Flying Club, and such application has been duly approved by OrlandoSanfordFlyingClub. In consideration of the regular payment of dues and other charges billed to the USER and of the covenants, terms, and conditions of this agreement, it is mutually agreed that:

1. USER shall be entitled to engage in all Orlando Sanford Flying Club flying activities and to use the aircraft in accordance with the rules and regulations provided.
2. It is agreed by USER that he/she will indemnify, protect and hold harmless Orlando Sanford Flying Club from all claims, demands, causes of actions, suits or costs whatsoever asserted by any person, firm or corporation arising from the operation of the aircraft by USER, specifically including, but not limited to, operation in violation of any United States Federal Aviation Regulations or Orlando Sanford Flying Club Policies and Procedures.
3. USER further agrees to pay Orlando Sanford Flying Club dues in a timely manner each month commencing on the date below, and after each flight to pay for aircraft rental, maintenance, fuel, lubricants and other costs, as included in the latest Orlando Sanford Flying Club Schedule of Equipment Rates, which is subject to change by Orlando Sanford Flying Club from time to time upon notice to USER.
4. In the event that USER's financial obligations to Orlando Sanford Flying Club are not met in a timely manner, USER shall pay Orlando Sanford Flying Club's reasonable attorney fees for collection in an amount no less than 15% of the total of the USER's unpaid balance.
5. USER shall pay a maximum finance charge of 1.75% per month (an Annual Percentage Rate of 21%) on the balance of USER's financial obligation to Orlando Sanford Flying Club which remains unpaid one month after the date of Orlando Sanford Flying Club's statement of USER's account.
6. This agreement shall be binding upon the heirs, legal representatives, and successors of the parties hereto.
7. USER acknowledges that he/she has received a complete copy, read and fully understands the Policies and Procedures for Orlando Sanford Flying Club aircraft usage and agrees to abide by the same in all respects.
8. USER hereby agrees to adhere to the United States Federal Aviation Regulations and to the Policies and Procedures for Orlando Sanford Flying Club aircraft usage as they may be amended from time to time. The Policies and Procedures for Orlando Sanford Flying Club aircraft usage are incorporated herein by reference as is fully set forth therein.

IN WITNESS WHEREOF, the parties first above named set their signatures on the date(s) below written.

USER _____ Date _____

Signature _____

In consideration of Orlando Sanford Flying Club entering into the above and foregoing Aircraft Use Agreement with USER, I/we as the parent(s) or legal guardian(s) of USER hereby consent to and authorize USER to participate in Orlando Sanford Flying Club flying activities and guarantee the performance of USER and agree to be jointly and severally personally liable for all financial obligations of USER pursuant to said Aircraft Use Agreement.

Parent/Legal Guardian: _____ Date _____

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**Waiver of Liability
&
Hold Harmless Agreement**

1. I acknowledge that any Aircraft Rental/Flight Operations provided by Orlando Sanford Flying Club” involves the possibility of physical injury or death and/or damage to property.
2. In consideration of participating in Aircraft Rental/Flight Operations, I hereby state the following:
 - i. I WAIVE, RELEASE AND DISCHARGE THE ORLANDO SANFORD FLYING CLUB and any of its officers, employees, representatives, or agents from any and all claims, losses, or liabilities for death, personal injury, partial or permanent disability, property damage, medical or hospital bills, theft, or damage of any kind, including economic losses which may arise by reason of my participation in Aircraft Rental/Flight Operations. To the extent possible by law, I hereby waive, release and discharge all parties notwithstanding their own negligent acts or omissions or the negligent acts or omissions of others.
 - ii. I agree that I will not bring any action or claim against any of the parties hereby released for any reason associated with flight operations or any activity related to Aircraft Rental/Flight Operations or within aircraft or airport facilities.
 - iii. I INDEMNIFY AND HOLD HARMLESS the parties hereby released from any and all claims made or liabilities assessed against them as a result of my participation in Aircraft Rental/Flight Operations.
3. **I HEREBY AFFIRM THAT I AM EIGHTEEN (18) YEARS OF AGE OR OLDER.** I HAVE READ THIS DOCUMENT AND I UNDERSTAND ITS CONTENTS. I ACKNOWLEDGE THE POSSIBLE HAZARDS IN THE USE OF AIRCRAFT AND I AM FULLY AND VOLUNTARILY WAIVING ALL LIABILITY THAT MAY ARISE BY REASON OF THIS PARTICIPATION AFTER FULL CONSIDERATION OF THE RIGHTS I AM WAIVING. THIS WAIVER IS IN CONSIDERATION OF MY BEING ALLOWED TO PARTICIPATE IN AIRCRAFT RENTAL/FLIGHT OPERATIONS WITH ORLANDO SANFORD FLYING CLUB.

-OR-

4. **I HEREBY AFFIRM THAT I AM THE PARENT OR LEGAL GUARDIAN OF:** _____
I HAVE READ THIS DOCUMENT AND I UNDERSTAND ITS CONTENTS. I ACKNOWLEDGE THE POSSIBLE HAZARDS IN THE USE OF AIRCRAFT AND I AM FULLY AND VOLUNTARILY WAIVING ALL LIABILITY THAT MAY ARISE BY REASON OF THIS PARTICIPATION AFTER FULL CONSIDERATION OF THE RIGHTS I AM WAIVING. THIS WAIVER IS IN CONSIDERATION OF MY SON/DAUGHTER BEING ALLOWED TO PARTICIPATE IN AIRCRAFT RENTAL/FLIGHT OPERATIONS WITH ORLANDO SANFORD FLYING CLUB.

Name _____

Date _____

Signature _____



Documents required with Membership Application

US Citizen

- Driver's License
- Proof of US Citizenship
 - Valid, unexpired U.S. passport
- OR**
- U.S. birth certificate **AND** Govt. issued picture ID
- All Pilot's Certificates (if applicable-scan both sides)
- Medical Certificate (if applicable)
- Credit Card

Non US Citizen

- TSA Approval
- Passport
- Photo or ASFP Database
- All Pilots Certificates (If Applicable)
- All Medical Certificates (if Applicable)
- Credit Card

New Member Fees (due at sign-up)

- \$ 50 – Monthly Membership Dues
- \$ **150** – One Time Initiation Fee

Office Use Only

Member Name: _____

Member Number: _____

Sign-Up Checklist

- Paperwork complete (copies kept in member's file)
- Online scheduling access provided
- Pilot records entered into the Online Schedule and Point of Sale
- Scanned Application and Documents (if applicable-scan both sides)
- Enter credit card information
- Verify waiver signed
- Verify aircraft use agreement signed
- Enter email into membership management software (Constant Contact)

New Member Fees (due at sign-up)

- Prorated monthly Dues \$ Yes
- Initiation Fee \$ 150 Yes

Total paid at time of sign-up: \$ _____

Front Desk Signature _____

Back Office Set-up

- New member has been set up for automatic dues payment Initial: _____ Date: _____
- Non US citizen photo uploaded to AFSP database payment Initial: _____ Date: _____



Payment Policy

Participation

1. All OSFC members must agree to pay for membership dues by ACH automatic debit from an applicable account.
2. The dues payment policy shall apply to all members responsible for dues payment.

Execution and usage of ACH drafts

3. Each member is required to sign an ACH authorization form with ORLANDO SANFORD FLYING CLUB prior to the drafting of any ACH payments.
4. ACH drafts for membership dues of active club members are made on a quarterly basis. The ACH draft will be made during the first week of each quarter (January, April, July, and October).
5. ACH drafts for membership dues of inactive club members are made on an annual basis. The ACH draft will be made during the first week of January.
6. ACH drafts are typically used only for the collection of dues and change of status fees.
7. ACH may be used to collect aircraft rental payments, initiation fees, or any other incidental fees. If fees other than membership dues or change of status fees are collected via ACH the member will be notified prior to the ACH execution date.
8. The member shall be responsible for any fees their financial institution may charge for the use and/or execution of ACH drafts against said member's bank account.
9. The board of directors may change this policy at any time with a minimum of (15) fifteen days notice to the membership.

Payments for Aircraft Usage

10. Payment for aircraft usage must be provided immediately after each flight by check or money order only. Payments are to be left in the OSFC lock box with a completed aircraft rental agreement.
11. All payments to OSFC must be made by the named OSFC member.

Administrative fees and penalties

12. There will be a \$35 administrative fee **plus** any applicable financial institution fees / surcharges assessed to any member for the following:
 - a. Closure of the ACH draft account status with his/her bank without notification to ORLANDO SANFORD FLYING CLUB at least 5 days prior to the next draft.
 - b. Rejection of an ACH debit due to insufficient funds.
 - c. Return of a check for insufficient funds.
 - d. Return of a check due to closure of the account on which the check is drafted.
13. If the \$35 administrative fee is not paid within 30 days of notification to the member, the member will immediately be placed on inactive status and membership in ORLANDO SANFORD FLYING CLUB may be terminated at the discretion of the board of directors.

Non-payment of dues

14. The board of directors may terminate a member's membership in ORLANDO SANFORD FLYING CLUB at any time for non-payment of dues or fees for aircraft usage.

Payment of credits

15. At the discretion of Orlando Sanford Flying Club, any credit on the members account may be paid to the member either via check or ACH credit.



Payment Authorization Form

Name: _____ Date: _____
First M.I. Last mm/dd/yy

Please carefully read the attached *Orlando Sanford Flying Club Payment Policy* before completing this form.

I, the undersigned, hereby agree to the terms and conditions on the accompanying *Orlando Sanford Flying Club Inc Payment Policy*. I agree to allow the Orlando Sanford Flying Club to electronically draft money from the checking account listed below for which I possess the authority to allow and authorize such actions as electronic debits.

Signature: _____ Date: _____

Name on account: _____

Routing number: _____

Account number _____

Financial institution name: _____

Phone number of financial institution: _____

Note: The routing number is the first grouping of numbers on a check.
The Account number is the second grouping of numbers on a check.
The third grouping of numbers is the check number.