

Gastonia Aero Club, Inc

By-Laws

Article 1: Purpose

The purposes for which the corporation is organized are to promote an interest in flying and recreational aviation and, further, to buy, sell, lease, and operate airplanes, monoplanes, biplanes, aircraft of all kinds, flying apparatus and devices for aerial operation or navigation; and to do any and all other things necessary or expedient in promoting the central purpose of encouraging and fostering interest in aviation and promoting the safe recreational pleasures of flying.

Article 2: Name

The name of the club shall be Gastonia Aero Club, Incorporated.

Article 3: Officers

The officers shall consist of the following: President, Vice-President, Secretary, Treasurer, and Maintenance Officer.

Article 4: Home Base

Gastonia Airport, (AKH), shall be used as the home base for the club and the club aircraft.

Article 5: Fees

- A. Fees are required for the purchase, maintenance and expenses (insurance, tie down, etc.) associated with aircraft ownership. There are both an initial one time fee and recurring monthly fees.
- B. An initial one time fee is required to purchase membership privileges from a current member. This fee is at the discretion of the seller. Sale of membership and approval of candidates for membership shall be conducted in accordance with Article 8 of these By-Laws. The initial one time fee for a new member associated with the purchase of an additional aircraft will be set by the Board of Directors.
- C. There are three recurring monthly fees:
 1. Fixed Monthly Fee is based on expenses associated with insurance, tie down, taxes, annual inspection, etc. And is set per the cost schedule approved by the Board of Directors.
 2. Fixed Monthly Assessment is charged only when needed to pay off an existing loan or to accumulate funds for purchase of an item or service approved by the Board of Directors.
 3. Variable Monthly Fee is based on members' actual flying time (Hobbs meter) and approved hourly rate for aircraft flown.
- D. Billing of dues and fees will be mailed the first of each month. Payment of all bills is to be received by the twenty-fifth (25th) day of the month.
- E. Any member who fails to pay his/her bill on the 25th of the following month the bill is due will be deemed delinquent. The member will be notified by the Treasurer of the delinquency as follows:
 1. At 60 days following the due date a letter of friendly nature will be sent to the now delinquent member notifying them that
 - a) They are late.
 - b) Their membership is suspended, which includes flying privilege revocation, until full payment is made.
 - c) They are encouraged to contact the Vice President to schedule a board meeting to discuss remedying the situation.
 2. At 90 days following the due date a second letter will be sent to the delinquent member notifying them that they now have three options to rectify, or salvage, their payment situation

- a) Pay their bill in full.
 - b) Sell their membership in accordance with Article 8.
 - c) Surrender their membership to the club.
3. The subject of delinquency is covered under Article 8, paragraph F.
 4. Officers will be reimbursed reasonable actual expenses incurred while conducting Gastonia Aero Club, Inc business.

Article 6: Board of Directors

A Board of Directors shall be formed from within the Club membership. The Board shall minimally consist of the President, Vice-President, Secretary, Treasurer, and Maintenance Officer and may include one member at large from the general membership.

Section 1: Directors

- A. The powers, business, and property of Gastonia Aero Club, Inc shall be exercised, conducted and controlled by the Board of Directors.
- B. In case of a vacancy in the Board of Directors, the remaining Directors shall fill such a vacancy within thirty days.
- C. Special meetings of the Board of Directors shall be called at any time on announcement of the President, or by a majority of the members of the Board.
- D. Three Directors shall constitute a quorum for the Board and the affirmative vote of at least the majority shall be necessary to pass any resolution or to authorize any act of this organization.
- E. Each member of the Board of Directors shall serve without compensation or reward.
- F. The Board of Directors shall keep a full record of their acts and proceedings. This record shall be presented in detail at the regular meetings of Gastonia Aero Club, Inc., delineating the condition of affairs of the Club.

Section 2: Officers

- A. No person shall hold more than one office at any time.
- B. The officers shall be elected by the general membership at the annual meeting and shall hold office for one year.
- C. In case of a vacancy during the term of any one of the officers, a general meeting shall be called by the President, or the Board of Directors, and a new officer elected under the terms of these By-Laws.

Section 2.1: President

- A. The President shall be the Chief Executive Officer. (S)he shall preside at all meetings of this organization. (S)he shall call any special meetings of the Board of Directors, and shall have, subject to the advice and control of the Board of Directors, general charge of the business of Gastonia Aero Club, Inc.
- B. The President shall be responsible to the Board of Directors for the operation of the organization. (S)he shall enforce decisions regarding the suitability of all equipment and the qualifications of all members for every type of flight operation. (S)he shall recommend for approval to the Board of Directors all operational rules of this organization and shall report violations of such rules by any member of this organization. (S)he shall recommend appropriate action to prevent continued violations.

Section 2.2: Vice-President

- A. The Vice-President shall be vested with all powers and shall perform the duties of the President in case of the absence or disability of the President.

- C. The Vice-President shall perform such duties connected with the operation of Gastonia Aero Club, Inc as (s)he may undertake at suggestion of the President.
- D. The Vice-President shall become a member of every standing or appointed committee.
- E. The Vice-President shall be Chairman of the Membership Committee.
- F. The Vice-President shall serve as aircraft scheduling coordinator including, but not limited to, serving as the representative when members seek Board approval for extended overnight trips with a club aircraft, ensuring that aircraft scheduling is not being hoarded, or abused, by an individual member or members, ensuring that the club scheduling system is and remains operative and any other aircraft scheduling matters which may arise from time to time.

Section 2.3: Secretary

- A. The Secretary shall keep all minutes of all proceedings of the Board of Directors' meetings.
- B. (S)he shall attend to the giving and serving of all notices of meetings of the Organization, its officers, or the Board of Directors.
- C. (S)he shall keep in a proper membership book the official club roster including names, addresses, phone numbers, email addresses, and other pertinent contact information of club members. This roster will serve as the source for all other contact information of the club such as, but not limited to, the club website.
- D. (S)he shall keep the book of By-laws, the organizations seal, and other such books and papers as the Board of Directors may direct.
- E. (S)he shall execute, with the President, in the name of Gastonia Aero Club, all certificates of membership, contracts, and instruments which have been approved by the Board of Directors.

Section 2.4: Treasurer

- A. The Treasurer shall execute in the name of Gastonia Aero Club, Inc all checks or expenditures which shall bear the signatures of the President, Vice-President, Secretary, or Treasurer (up to \$500). Expenditures over \$500 require approval of the Board of Directors.
- B. (S)he shall receive and deposit funds of the organization in a bank selected by the Board of Directors. The operation of all bookkeeping procedures shall be approved by the Board of Directors.
- C. The Treasurer shall perform such duties with the operation of the Gastonia Aero Club, Inc as (s)he may undertake at the suggestion of the President.
- D. Additionally, in association with monthly billing, the Treasurer is to report any change of members' addresses to the Secretary for updating of the official club roster.

Section 2.5: Maintenance and Safety Officer

- A. The Maintenance and Safety Officer shall be responsible for maintaining current information in logbooks of all aircraft belonging to the Gastonia Aero Club, Inc.
- B. The Maintenance and Safety Officer shall be responsible for maintaining all aircraft which are property of the corporation in proper operating condition, by or under the supervision of a properly certified aircraft or engine mechanic, and for obtaining all checks and inspections, major overhauls and for compliance with all service bulletins as required for such aircraft.
- C. The Maintenance and Safety Officer shall be responsible for all papers required to be carried in the aircraft and for the execution of all papers required upon completion of inspections and major repairs.
- D. The Maintenance and Safety Officer shall develop or delegate the development of a safety program to be presented at the general membership meetings.

Article 7: Meetings

The Board of Directors shall hold meetings as necessary for the purpose of disseminating the affairs of the Gastonia Aero Club. This meeting shall be followed by a general meeting of the members at the

discretion of the Board of Directors. All Directors' meetings are open to the membership, who may attend, but shall not have a vote.

Section 1: Meeting of Members

- A. All meetings of the Board of Directors and of the members shall be at a place to be determined by the President or his designee.
- B. There shall be at least one annual meeting of the organization's membership.
- C. Notice of the annual meeting, monthly meetings, and the Board of Directors meetings shall be given seven days prior to such a meeting.
- D. Special meetings shall be held at a time and place determined by the President or may be called by a majority of the Directors, or by written petition of at least 20% of the club members. Notice of such meetings must be made known to the members in writing at least ten days in advance.
- E. If a majority of the club members are present at any one meeting, any business may be transacted without previous notice.
- F. A quorum shall consist of three members of the Board of Directors and 20% of the club membership.
- G. The President shall call all meetings to order and shall preside over all of these meetings. The line of succession of the presiding officers shall be Vice-President, Secretary and Treasurer.
- H. At the annual meeting, the members shall elect the officers and the member at large to the Board of Directors as constituted by the By-Laws. Voting may be by mail-in ballot or electronically including, but not limited to, email, internet, (e.g., web), or facsimile.
- I. Each member shall have but one vote.
- J. A majority of the members present is necessary for the adoption of any resolution or the election of any officer or Director. A quorum is required to conduct the business of the corporation.

Section 2: Vacancies

In case of a vacancy during the term of any officer, the Board of Directors shall appoint an interim member to this post until such time that a general meeting can be held and the members vote to fill the vacancy.

Section 3: Safety Committee

- A. An ad hoc Safety Committee shall be designated by the Board of Directors to investigate each incident or accident which involves aircraft belonging to this organization. The terms "incident" and "accident" here used, are identical to those terms as defined in the Federal Aviation Regulations and by the National Transportation Safety Board. *(April 2004 Clarification: Reworded to remove abbreviations)*
- B. The Safety Committee shall consist of five members of the organization.
- C. The member(s) who is, or are, involved in the particular accident being investigated is ineligible to serve on the ad hoc Safety Committee during the investigation.
- D. The Safety Committee shall take all steps necessary to ascertain the facts, conditions, and circumstances of the event, shall arrive at conclusions regarding probable cause and responsibility of said event, and shall make known to the Board of Directors and to all parties involved in the event, its findings in the form of a written report.
- E. Once the Safety Committee's investigation into the accident in question is complete, its findings and recommendations presented to the Board of Directors; the Board of Directors may at such point dissolve the ad hoc Safety Committee.

Section 4: Hearings

- A. The Board of Directors, upon the receipt of the findings of the Safety Board, shall offer to all parties involved in the event the opportunity of a hearing. After the hearing, or if such hearing is waived by all

parties involved in the event, the Board of Directors shall decide the financial responsibility. The decision of the Board of Directors shall be final.

- B. The Board of Directors shall not impose financial responsibility of any one member in excess of the insurance deductible for any one accident, unless the damage resulted from a violation which is not covered by the insurance on the aircraft. In such cases, the party responsible for such damage will be liable for the uninsurable part of the damage. Recommendations of the Board shall be approved by a recorded vote of the members.
- C. All financial obligations imposed on any member as a result of the decision of the Board of Directors shall be satisfied within thirty days of written notice, or longer if the Board sees fit.

Article 8: Membership

- A. Any person of good character, with a true interest in aviation shall be eligible to become a member of this organization, provided at least one active member makes the recommendation for admission to the membership, and Article 8, paragraph B or I is complied with.
- B. The maximum membership per aircraft is eleven (11) persons.
- C. Any applicant for membership to the Gastonia Aero Club shall not be entitled to use any of the organization's equipment or property until requirements of Article 8, paragraph H and I are complied with.
- D. All approved members of the Gastonia Aero Club, by acceptance of their membership, agree to abide by the terms and conditions of these By-Laws.
- E. The Board of Directors shall have the power to take disciplinary action as they see fit towards any member of the organization for the following reasons:
 - 1. Failure to abide by applicable local, state, or federal rules, laws, and regulations as they pertain to operation of Gastonia Aero Club aircraft or execution of Gastonia Aero Club business. (*April 2004 Clarification: Reworded to include all applicable laws and regulations*)
 - 2. Failure to abide by Gastonia Aero Club By-Laws.
 - 3. Delinquency of payment of dues, fees, or assessments.
 - 4. Failure to use diligent effort to care for and protect the property of the organization at all times.
 - 5. Inappropriate behavior on the part of any member related to club aircraft, hangar, aircraft scheduling or other club related business.
- F. The Board of Directors shall meet within ninety (90) days of the initial delinquency to determine appropriate corrective actions. Suspension of a member shall minimally consist of the following actions:
 - 1. Revocation of all flying privileges of the member.
 - 2. The option will be presented to the member within the sixty (60) day late notice to schedule, or initiate, a meeting with the Board of Directors to resolve the suspension and make mutually satisfactory financial arrangements such that the member can bring his/her bill back to current status.
 - 3. Should the Board of Directors determine that the member has failed to complete the agreed upon arrangements within a reasonable time the Board of Directors will initiate a club vote for expulsion as described below in paragraph G of this section.
- G. The Board of Directors shall have the obligation to bring to vote for expulsion any member who fails to show cause or make satisfactory arrangements to resolve suspension. Upon a 75% vote for expulsion by a quorum of the membership, as defined in Article 7, section 1 paragraph F, the suspended member shall lose any and all rights, claims, titles, and interest in and to any of the property of the Gastonia Aero Club. Any reimbursement of the initial fees for membership shall be at the discretion of the Board of Directors.

- H. A member may sell his/her membership to another person, provided that such a person is approved for membership before completion of the transaction.
- I. Following recommendation by an active member, a candidate for membership shall comply with each of the following unless specifically waived by the Board of Directors:
 - 1. Complete membership application form (Appendix A) and submit to the President, Gastonia Aero Club.
 - 2. Attend one regular or business meeting of Gastonia Aero Club.
 - 3. Participate in a briefing of By-Laws as specified in the Gastonia Aero Club, Inc. Aircraft Operating Guidelines conducted by the Maintenance and Safety Officer.
 - 4. Following above, the candidate for membership confirms continued interest in becoming an active member of Gastonia Aero Club and states understanding of and willingness to comply with the By-Laws.
- J. The Board of Directors reviews the candidate's membership application and votes for acceptance or rejection. The President or Vice-President will inform the candidate of the status of his/her application for membership.
- K. If accepted as a member, (s)he shall submit payment of the agreed upon price to the Gastonia Aero Club Treasurer. The new member will be presented with keys to the Club equipment and aircraft pilot operating handbook(s).
- L. The Treasurer will review the account of the former member and will submit payment of the membership sale minus any outstanding debt including a \$25.00 seller's fee (covers miscellaneous and familiarization flight costs) to the seller within fourteen (14) days. The seller shall return any keys, handbooks, and other club property immediately following notification of membership application approval.
- M. The approval process for a new member associated with purchase of additional aircraft shall be the same as that required for purchase of membership privileges per Article 8, paragraph B and I.
- N. The Board of Directors has the option of offering to purchase a member's membership privileges subject to the following requirements:
 - 1. Purchase Price: The lesser of one half of total club equity divided by the maximum allowed number of members or the average of the five most-recent membership sales. *(April 2004 Amendment: Adoption of specific membership valuation for Board purchases)*
 - 2. Membership Approval: Membership approval shall be granted with a simple majority vote by a membership quorum as defined in Article 7, section 1 paragraph F. *(April 2004 Clarification: Defined approval mechanism)*

Article 9: Training

- A. Any and all flight instructors must be approved by the Board of Directors before the instructor is granted pilot in command status, which the instructor will assume while instructing in any aircraft which is property of Gastonia Aero Club, Inc.
- B. Training shall be organized from time to time, on recommendation of the Board of Directors, to provide the membership an opportunity to upgrade their proficiency.

Article 10: Capital Stock

There will be no capital stock in this Corporation, and it shall be a non-profit corporation. Paid-up membership in the Gastonia Aero Club, Inc shall entitle any member to vote, and no member shall have more than one (1) vote.

Article 11: Funds

- A. All funds of the Gastonia Aero Club, Inc shall be kept in a depository named by the Board of Directors.
- B. Any surplus funds or net savings remaining after all operating expenses have been paid shall remain in the treasury of the Gastonia Aero Club for the purpose of reducing fees and/or dues or for the purchase of new equipment or other contingencies. The net surplus shall not be distributed to the members for their individual use, except for initial costs excesses, or in the event of the dissolution of the corporation, in compliance with the laws of the State of North Carolina.

Article 12: Flight Rules *(October 2004 Clarification: Added Reference Headings)*

- A. **RECORDING AIRCRAFT FLIGHT HOURS:** Each member shall record the flight time of his/her flight by completion of a Flight Log entry which includes: date, starting Hobbs hours, stopping Hobbs hours, member's name and signature as well as notation of any "squawks" or discrepancies.
- B. **MEMBER RESPONSIBILITY FOR GAC PROPERTY:** Each member shall be responsible for the use of and safekeeping of Gastonia Aero Club property while using said property and the property returned to home base in satisfactory condition.
- C. **ACCIDENTS/DAMAGE WHILE AWAY FROM HOME BASE:** In case of an accident away from home base which results in the aircraft becoming non-airworthy, the member in charge of the airplane must notify the Maintenance and Safety Officer or the President before any action is taken. In addition, (s)he must pay the deductible portion of the insurance coverage and assume all non-insured expenses incurred relative to the safe return of the aircraft to home base following repairs.
- D. **DAMAGE & MAINTENANCE REPORTS:** Each member shall report any damage or trouble with any of the organization's equipment to the Maintenance and Safety Officer or to the President, and in addition make a note in the flight log.
- E. **POST-FLIGHT REQUIREMENTS (CLEANING & REFUELING):** Each member, upon termination of a flight, shall ensure that the aircraft flown is properly refueled, all paperwork is properly completed and the exterior and interior of the aircraft is properly cleaned.
- F. **MEMBER-TO-MEMBER INSTRUCTION:** Under no circumstances may any member instruct another member in a Gastonia Aero Club aircraft unless (s)he is a qualified instructor and is designated and approved as an instructor by the Board of Directors.
- G. **PROHIBITION AGAINST USE OF GAC ASSETS FOR FINANCIAL GAIN:** No member may realize any financial gain from the use of Gastonia Aero Club property. This does not preclude the use of an aircraft for personal business transportation.
- H. **PROHIBITION AGAINST NON-MEMBERS FLYING GAC AIRCRAFT:** Except for maintenance test or ferry flights by qualified employees of certified repair stations, no member shall permit a non-member to fly or otherwise use Gastonia Aero Club aircraft solo. The Gastonia Aero Club member shall be Pilot-In-Command at all times except in cases of instruction as defined in Article 9, paragraph A. *(April 2004 Clarification: Reworded to remove contradictory language with Article 9, paragraph A)*
- I. **AIRCRAFT CHECK-OUT REQUIREMENTS AND ELIGIBILITY:** Any member shall be checked out by a certified flight instructor in any Club aircraft (s)he is eligible and desires to fly.
- J. **AIRCRAFT SCHEDULE CONFLICTS:** In case of conflicting requests for use of an aircraft for flight, priority shall be given to the member who entered the first reservation, except in the case of family emergencies.
- K. **15-MINUTE RULE FOR AIRCRAFT SCHEDULING:** Any member later than fifteen minutes for his/her appointed reservation loses the reservation to the member next in turn.
- L. **STUDENT PILOT CROSS COUNTRY SUPERVISION:** All solo cross-country flights by a student pilot must be under the supervision of his/her regularly designated flight instructor.

- M. **AIRCRAFT SCHEDULE REQUIREMENTS (WEEKDAY & WEEKEND):** On weekday cross-country flights the organization must be guaranteed at least one hour flight pay for each twenty four hour period that an aircraft is away from home base, Gastonia Municipal Airport, (AKH). Weekend and holiday overnight trips have a minimum charge of one and one-half hours per day. In the event an aircraft is weathered-in the above stipulations will be waived for the period of time that the airplane cannot be flown solely due to weather conditions.
- N. **ONE WEEKEND PER MONTH RULE:** Each member is limited to one weekend and/or holiday overnight trip per month. Additional weekend overnight trips in the same month require Board of Directors approval.
- O. **NO OFF-AIRPORT LANDING RULE:** Except in cases of emergencies, club airplanes shall not be landed at other than designated usable and active airports.
- P. **REQUIREMENT TO TIE-DOWN OR HANGAR AIRCRAFT WHILE AWAY FROM HOME BASE:** On cross-country flights the airplane shall be tied down or hangared at the member's expense. The member shall be responsible to ensure that the aircraft is securely tied down, control lock is installed, and the baggage and cabin compartment doors are locked.
- Q. **TWELVE-MONTH ADVANCED SCHEDULING RULE:** Aircraft may not be reserved more than twelve months in advance.
- R. **THREE-DAY MAXIMUM AWAY FROM HOME-BASE RULE:** A Gastonia Aero Club aircraft may not be kept away continuously from home base longer than three (3) days without prior approval of the Board of Directors.
- S. **AIRCRAFT TO REMAIN IN CONTINENTAL US RULE:** Gastonia Aero Club aircraft shall not be taken out of the continental United States without prior approval from the Board of Directors and confirmation of insurance coverage.
- T. **STUDENT PILOT PROHIBITION AGAINST SOLO SIMULATED EMERGENCY LANDINGS:** Simulated forced landings may not be practiced by Student Pilots without an instructor on board.
- U. **MEMBER-PILOT LIMITATIONS AND REGULATIONS:** A member may fly within the limits of his/her license, day or night, good weather or bad, at his/her discretion, using own judgment as to the conditions and always adhering to all applicable rules, laws, and regulations. Failure to comply with Federal Aviation Regulations may lead to immediate dismissal from the Club following procedures outlined in these By-Laws. *(April 2004 Clarification: Defined specific rules and removed abbreviations)*
- V. **AIRCRAFT CLEANING:** A monthly list for cleaning the aircraft will be posted or other arrangements may be approved and communicated by the Board of Directors.
- W. **\$50 / \$250 MAINTENANCE COST LIMITS:** The Maintenance and Safety Officer and Treasurer will be required to approve any maintenance items costing more than \$50, except when maintenance is required to return the aircraft to home base. In this case, maintenance up to \$250 may be performed without the Maintenance Officer's approval. Use the plane VISA card if at all possible. If for some reason the VISA cannot be used and the member must pay, be sure to get a receipt and turn in to the Treasurer as soon as possible for reimbursement.
- X. **ANNUAL FLIGHT REVIEW REQUIREMENT:** Effective January 1, 2005, In order to fly club aircraft as pilot in command, a Gastonia Aero Club member must have accomplished a flight review (as defined by Federal Aviation Regulations Part 61; 61.56 – 14CFR61.56) within the preceding 12 calendar months. A flight review in a high-performance or complex aircraft (as defined by Federal Aviation Regulations Part 61; 61.31 – 14CFR61.31) will extend flying privileges to all club aircraft, but a flight review in a non-high-performance or non-complex aircraft will not extend flying privileges to club-operated complex or high-performance airplanes. Upon completion of the aforementioned "Annual" flight review, the member must provide legible copies (mailed photocopies, scanned image files via e-mail, or equivalent) of a completed Annual Flight Review Form (Appendix B), the flight review logbook endorsement, their pilot certificate, and their medical certificate to the club secretary. *(September 2004 Amendment: Annual Flight Review)*

Article 13: Amendments to By-Laws *(May 2004 Amendment: Added procedure)*

- A. Amendments to these By-Laws shall be initiated by members at meetings or by written request to the Board of Directors.
- B. Amendment approval will require a minimum of a 75% vote by a membership quorum as defined in Article 7, section 1.
- C. Amendments will become effective immediately upon approval.
- D. Clarifications (corrections to grammar, spelling, and punctuation or elimination of confusing, ambiguous, or contradictory language) to these By-Laws shall be made at the discretion of the Board of Directors. Clarifications may not change the intent or effect of these By-Laws. The Board of Directors shall notify the membership of By-Law clarifications.

Appendix A: Gastonia Aero Cub Application for Membership

Name _____

Address _____

City _____ State _____ Zip Code _____

Date of Birth _____ How long at this address? _____

Driver's License # _____ Social Security # _____

Home phone: _____ Work Phone: _____

E-Mail Address _____ Emergency Contact _____

Certificates and Ratings:

Student___ Private___ Commercial___ Instrument___ ATP___ CFI___ CFII___

SEL___ MEL___ SES___ MES___ A&P___ A.I.____

Medical Certificate Class: _____ Date: _____

Total Flying Time: _____ Flying Time last 12 months: _____

Employer _____ How Long? _____

Spouses Name _____ How many dependents? _____

Personal References: (List two that have known you for at least Five years)

1. _____ Phone _____

2. _____ Phone _____

YES NO

___ ___ Have you had any aircraft/aviation insurance claims/losses/accidents/incidents?

___ ___ Has an insurance company cancelled, declined, or refused to renew aviation insurance for you?

___ ___ Do you have any physical impairments, waivers or statement of demonstrated ability(other than for corrective lenses), limitations or conditions attached to your medical certificate?

___ ___ Have you had any convictions, suspensions or revocations for FAR violations, use of drugs, or reckless or drunk driving?

___ ___ Have you ever been involved in any aircraft accident or incident?

___ ___ Have you ever been convicted of a felony?

If you have answered YES to any of the above questions, please attach a detailed explanation.

Credit References:

1. _____

2. _____

I UNDERSTAND THAT THIS APPLICATION IS SUBJECT TO APPROVAL OF THE GASTONIA AERO CLUB BOARD OF DIRECTORS, AND IF ACCEPTED FOR MEMBERSHIP, THAT I HEREBY AGREE TO ABIDE BY THE GASTONIA AERO CLUB BY-LAWS AND BE BOUND THEREBY.

Signature: _____ Date: _____

Appendix B: Gastonia Aero Club Annual Flight Review Form & Check List

(May 2005 Clarification: Clarified Member Instructions; added F.A.R. reference)

(Scanned image may be e-mailed to the club secretary with required attachments)

Each member should use this guide as an aide in completing the annual flight review requirements and in providing documentation required for insurance purposes. Since the membership chose to require a formal flight review per Federal Aviation Regulations Part 61.56, there is no requirement for the instructor to sign this form; their signature is present in the logbook flight review endorsement. Each member, however, is urged to review the "Note to Instructor" (below) with the review instructor.

GAC Member Name _____

Date of Flight Review _____

Instructor's Name _____ Instructor's Phone _____

Review Aircraft (Make / Type / Registration No) _____/_____/_____

Attached are:

- 1) Copy/Image of the logbook flight review endorsement: ()
- 2) Copy/Image of my pilot certificate: ()
- 3) Copy/Image of my medical certificate: ()

NOTE: While the GAC board desires for all flight reviews to be accomplished in Gastonia Aero Club aircraft, we recognize such a requirement may not always be practical. If the flight review was conducted in a non-club aircraft, please include a brief description of the situation (i.e. flight review conducted while away from the Gastonia area or pilot desired flight review in a certain type of aircraft which was not available in the GAC fleet at review time):

Note to Instructor:

This form is a part of an annual flight review requirement by Gastonia Aero Club. Please be advised that the annual flight review is a special requirement by the Gastonia Aero Club. If you, as the endorsing instructor, have any concerns, please contact any member Gastonia Aero Club board of directors.