

New Renter Check-Out



Renter's Full Legal Name: _____

Renter's Email Address: _____

Renter's Telephone Number: _____

Emergency Telephone Number: _____

- CFI Review of Pilot's Logbook and Heritage Air's Procedures and Dispatch
- SFRA and FRZ Special Awareness Training** - printed copy needed.

- Pilot Profile** completed and filed.
- Credit Card Authorization** signed and placed in the safe for security purposes.
- Rental Agreement** - have renter initial and sign, then file it (Give a copy to the renter.)
- Pilot License** - copied (both sides) and filed.
- Medical Certificate** copied and filed.

- CFI inspects and signs TSA Citizenship Logbook Endorsement
- CFI Advises the renter to consider **Renters Insurance** or copy existing policy and file.
- CFI reviews the hangar map and marks plane location and security gate/hangar lock combinations.
- Send a FlightCircle.com login request if needed/reminds the renter to complete their profile ASAP.

- CFI completes a checkout flight with the renter.**

Flight Instructor

Date

