Quick Reference Checklist (rev. 11-19-2020)



PREFLIGHT

CABIN Hobbs/Tach	RECORDEL
Required Documents (ARROW/ PMID)	ABOARI
Parking Brake	SE
Control Wheel Lock	REMOVE
Flight Controls	FREE / CORREC
Ignition Switch	OFI
Elevator Trim	NEUTRA
Mixture	OFI
Throttle	OFI
Fuel Selector Valve	BOTH
Electrical Switches	OFI
Master Switch	Prop Area Clear-ON
Avionics Master Power Switch	10
Avionics Cooling Fan	AUDIBLE
Avionics Master Power Switch	OFI
Pitot Tube Heat	ON / CHECK WARM WITHIN 30 SEC
Pitot Heat	OFI
Fuel Quantity	CHEC
Wing Flaps	FULLY EXTEN
Lights (Int./Nav/Strobes/Beacon/Landing/Taxi)	ON / CHECK / OF
Master Switch	OF
Windows / Windshield	CHECK / CLEAN
LEFT WING / FUSELAGE	
Fuel Tank Sump	DRAIN / CHECł
Fuel Quantity	CHECK
Fuel Filer Cap	SECURE / VENT UNOBSTRUCTEL
Leading Edge	CHECK
Stall Warning	CHECK
Fuel Tank Vent	CHECK
Tie Down	REMOVE
Wing Tip	CHECK
Aileron and Flap	CHECK
Main Wheel Tire and Brake	CHECK
ELT	ARME
Baggage Door	CLOSED / LOCKEI
Airplane Antennas EMPENNAGE	CHECH
	01/50/
Airplane Antennas	CHECH
Control Surfaces	CHECH
Elevator Trim Tab	CHECH
Tail Tie Down / Gust Lock (if installed)	REMOVE
RIGHT WING/FUSELAGE	
Aileron and Flap	CHECH
Wing Tip	CHECH
Leading Edge	CHEC
Tie-Down	REMOVE
Main Wheel Tire and Brake.	CHEC
Fuel Tank Sump	DRAIN / CHECł
Fuel Quantity	CHEC
Fuel Filer Cap	SECURE / VENT UNOBSTRUCTED
NOSE	
Oil (6-8 Quarts)	CHEC
Fuel Strainer/Belly Sump	DRAIN / CHECI

PREFLIGHT – continued

Air / Cooling Inlets	CLEAR
Air Filter	CHECK
Alternator Belt	CHECK
Propeller and Spinner	CHECK
Nose Wheel Tire and Strut	CHECK
Left Side Static Source	CLEAR
FINAL 360° WALKAROUND	COMPLETE

BEFORE STARTING ENGINE

Preflight	COMPLETE
Passengers	BRIEFED
Seats and Seat Belts	SECURE
Cabin Doors	CLOSED/LOCKED
Brakes and Parking Brake.	TEST / SET
Fuel Selector Valve	BOTH
Avionics and Electrical	OFF
Circuit Breakers	IN

STARTING ENGINE

Carb Heat	COLD	
Mixture	RICH	
Throttle	OPEN 1/4 inch	
Prime (as required, none if engine is warm)	2-6 STROKES / LOCKED	
Propeller Area	CLEAR	
Master Switch	ON	
Beacon	ON	
Ignition Switch	START	
Throttle	ADJUST TO 1000 RPM	
Oil Pressure*	CHECK-GREEN	
*If not in green within 30 seconds shutdow	*If not in green within 30 seconds shutdown the engine to prevent further damage to engine.	

PRE TAXI

Avionics Master Power Switch	ON
Navigation / Strobe Lights	BOTH ON
Ammeter	NORMAL CHARGE
Wing Flaps	RETRACTED TO 0°
Mixture	LEAN FOR TAXI
Avionics	ON / SET
AWOS/Weather	OBTAINED
Altimeter	SET
Transponder (1200 or assigned code)	CODE SET / ON ALT
Brakes	TEST

TAXIING	
Compass	FULL OF FLUID / SWINGING FREELY
Gyro Instruments / Turn Coordinator	PROPER INDICATION
Controls	POSITION FOR WIND



Quick Reference Checklist (rev. 11-19-2020)



BEFORE TAKEOFF

Parking Brake	SET
Flight Controls	FREE / CORRECT
Fuel Selector Valve	BOTH
Elevator Trim Control Wheel	TAKE-OFF POSITION
Mixture	RICH
Throttle	1700 RPM
Magnetos (125 max drop /max 50 differential)	(R/Both/L/Both) / CHECKED
Carb Heat	CHECK OPERATION
Engine Instruments and Ammeter	CHECK
Vacuum	4.6-5.4"
Throttle Idle	IDLE CHECK
Throttle	1000 RPM
Throttle Friction Lock	ADJUST
Flight Instruments and Radios	SET / CHECK
Wing Flaps	UP / 0°
Cabin Doors and Windows	CLOSED AND LOCKED
Seats and Seat Belts	CHECK SECURE
Transponder	VERIFY ON ALT
Strobes	ON
Pre-Takeoff Briefing	COMPLETE
Parking Brake	HOLD BRAKES / RELEASE

TAKEOFF	
Landing Light	ON
Wing Flaps	normal takeoff / 0°
	shorter ground run / 10°
Elevator Trim Control Wheel	TAKE-OFF POSITION
Carb Heat	COLD
Mixture	RICH or ABOVE 3000' MSL LEANED MAX RPM at FULL THROTTLE STATIC RUNUP
Throttle	FULL OPEN
Elevator Control	LIFT NOSE WHEEL AT 52 KIAS
Obstacle Climb Speed (if required flaps 10°)	until clear of obstacles 57 KIAS
Normal Climb Speed (sea level flaps up)	59 (Vx)-72(Vy) KIAS

CLIMB		
Airspeed*	after clearing obstacles and above 1000' AGL 70-78 KIAS	
Wing Flaps	0°	
Power	FULL THROTTLE	
Engine Instruments	CHECK	
Mixture	RICH / MAY BE LEANED >3000' MSL	
*Consult Owner's Manual for maximum rate of climb airspeed for varying altitude and weights		
CRUISE		
Power	2200 to 2700 RPM	
Mixture	LEANED FOR MAX RPM	
Elevator Trim Control Wheel	ADJUST	
Landing Light	OFF	
Engine Instruments	CHECK	



PRE-DESCENT

AWOS/Airport Weather	OBTAINED
Altimeter Setting	CHECK / SET
Radios / Navigation	SET
Airport Information	REVIEW

DESCENT Mixture ENRICHEN / RICH <3000'</td> Power AS DESIRED Carb Heat AS REQUIRED Engine Instruments CHECK

BEFORE LANDING	
Landing Light	ON
Primer	IN and LOCKED
Seats & Seat Belts	LOCKED
Engine Instruments	CHECK
Fuel Selector Valve	BOTH
Mixture	RICH
Carb Heat	ON

LANDING - NORMAL	
Flaps	AS DESIRED
Airspeed	FLAPS DN 57 -65 KIAS FLAPS UP 61 -70 KIAS
Touchdown	MAIN WHEELS FIRST
Braking	AS REQUIRED

LANDING - SHORT FIELD		
Flaps	INSIDE WHITE ARC / 40°	
Airspeed	60 KIAS	
Touchdown	MAIN WHEELS	
Nosewheel	LOWER IMMEDIATELY	
Braking	APPLY HEAVILY	
Flaps	RETRACT	
Elevator	HOLD FULL NOSE UP	

BALKED LANDING (GO AROUND)

Throttle	FULL THROTTLE
Carb Heat	COLD
Flaps	RETRACT to 20°
Airspeed	57 KIAS
Upon Reaching 57 KIAS AND Afte	er Clearing Obstacles - Retract Flaps Slowly to 0°
Climb	60 (Vx)-72(Vy) KIAS



AFTER LANDING

Flaps	RETRACTED TO 0°
Carb Heat	COLD
Landing Light	OFF or AS NECESSARY
Strobes	ON DAY / OFF NIGHT
Mixture	LEAN AS REQUIRED

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SHUTDOWN		
Parking Brake	SET	
Avionics Master	OFF	
Throttle	IDLE	
Mixture	IDLE CUT-OFF	
Ignition Switch	OFF	
Electrical Equipment.	OFF	
Master Switch	OFF	
Control Wheel Lock	INSTALL	
Fuel Selector	SWITCH TO LEFT	
Aircraft	SECURED	

END OF NORMAL PROCEDURES



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Quick Reference Checklist (rev. 11-19-2020)



ENGINE FAILURE

(DURING TAKEOFF ROLL)	
Throttle	IDLE
Brakes	APPLY
Wing Flaps	RETRACT
Mixture	IDLE CUT-OFF
Ignition Switch	OFF
Radio Call	AFTER BRINGING AIRCRAFT TO STOP
	NOTIFY ATC or CTAF
Master Switch	OFF

ENGINE FAILURE (IMMEDIATELY AFTER TAKEOFF)		
Airspeed	FLAPS DN 60 KIAS	
	FLAPS UP 65 KIAS	
Mixture	IDLE CUT OFF	
Fuel Selector Valve	OFF	
Ignition Switch	OFF	
Wing Flaps	AS REQUIRED	
Master Switch	OFF	
Cabin Door	UNLATCH PRIOR TO TOUCHDOWN	
Land	STRAIGHT AHEAD	
Brakes	APPLY AS NECESSARY	

DITCHING (IMMEDIATELY AFTER TAKEOFF)		
Airspeed	FLAPS DN 60 KIAS	
	FLAPS UP 65 KIAS	
Radio Call	TRANSMIT MAYDAY CALL	
Passenger Seat Backs	MOST UPRIGHT POSITION	
Seats and Seat Belts	SECURE	
Wing Flaps	10°	
Airspeed	60 KIAS	
Master Switch	OFF	
Doors	UNLATCH PRIOR TO TOUCHDOWN	
Touchdown	LEVEL ATTITUDE	
Face	CUSHION	
Airplane	EVACUTE through cabin doors. If necessary open window and flood cabin to equalize pressure so doors can be opened.	



ENGINE FAILURE DURING FLIGHT

(Sufficient Altitude Remaining)

Airspeed	70 KIAS	
Carb Heat	ON	
Fuel Selector Valve	BOTH	
Mixture	RICH	
Primer	IN & LOCKED	
Ignition Switch	ON BOTH (Start if prop has stopped)	
Transponder	7700	
Radio Call* (Mayday, Mayday, Mayday)	AS ABLE	
*121.5 or Frequency in Use (if already in contact with ATC)		

If Engine Power is not restored, complete Emergency Landing without Power checklist

EMERGENCY LANDING W/O POWER		
Airspeed	65 KIAS	
Mixture	IDLE CUT-OFF	
Fuel Selector Valve	OFF	
Ignition Switch	OFF	
Flaps	AS NECESSARY	
Airspeed	FLAPS DN 60 KIAS	
	FLAPS UP 65 KIAS	
Master Switch	OFF	
Doors	UNLATCH	
Touchdown	TAIL LOW	
Brakes	APPLY HEAVILY	

PRECAUTIONARY LANDING (With Power)		
Airspeed	70 KIAS	
Passenger Seat Backs	MOST UPRIGHT POSITION	
Seats and Seat Belts	SECURE	
Wing Flaps	200	
Airspeed	60 KIAS	
Selected Field	FLY OVER Noting terrain and obstructions, then retrac flaps upon reaching a safe altitude and airspeed	
Wing Flaps	(inside White Arc) 40	
Airspeed	60 KIAS	
Master Switch	OFF (When landing is assured	
Doors	UNLATCH PRIOR TO TOUCHDOWN	
Ignition Switch	TURN OFF before touchdowr	
Touchdown	SLIGHTLY TAIL LOW	
Brakes	APPLY HEAVILY	





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WING FIRE IN FLIGHT		
Navigation Light Switch	OFF	
Strobe Light Switch	OFF	
Pitot Heat Switch	OFF	
Sideslip Airplane	Keep flames away from the fuel tank and cabin	
Land Airplane	AS SOON AS POSSIBLE	

ELECTRICAL POWER MALFUCTION

OVER-VOLTAGE LIGHT ILLUMINATES		
Master Switch (Both sides)	OFF	
Master Switch	ON	
Over-Voltage Light	CHECK OFF	
If Over-Voltage light illuminates again:		
Fight	TERMINATE as soon as possible	
AMMETER SHOW DISCHARGE		
Alternator	OFF	
Nonessential Electrical Equipment	OFF	
Fight	TERMINATE as soon as possible	

OTHER EMERGENCIES

CONSULT THE OWNER'S MANUAL FOR ADDITIONAL EMERGENCY PROCEDURES AND INFORMATION

Cranking	CONTINUE	
IF ENGINE STARTS:		
Power	1700RPM (2 min.)	
Engine	SHUTDOWN AND INSPECT FOR DAMAGE	
IF ENGINE FAILS TO START:		
Throttle	FULL OPEN	
Mixture	IDLE CUT-OFF	
Cranking	CONTINUE FOR 2-3 MINUTES	
Fire Extinguisher	OBTAIN	
Master and Ignition Switch	OFF	
Fuel Selector Valve	OFF	
Aircraft	EVACUATE	
Fire Extinguisher	ACTIVATE INTO ENGINE COMPARTMENT	
	IF SAFELY ABLE	

ELECTRICAL FIRE IN FLIGHT		
Master Switch	OFF	
Avionics & Electrical Switches (except ignition)	OFF	
Cabin Heat-Air Vents	CLOSED	
Fire Extinguisher	ACTIVATE	
Air Vents	OPEN	
IF FIRE IS OUT AND ELECTRICAL POWER IS NEEDED:		
Master Switch	ON	
Circuit Breakers	CHECK	
DO NOT RESET CIRCUIT BREAKERS		
Avionics and Electrical Switches	ON ONE BY ONE UNITL SHORT CIRCUIT IS LOCALIZED	

ENGINE FIRE IN FLIGHT		
Mixture	IDLE CUT-OFF	
Fuel Selector Valve	OFF	
Master Switch	OFF	
Cabin Heat & Air	CLOSED / OFF	
Airspeed	100 KIAS	
Emergency Landing Site	SELECTED	
Airspeed	INCREASE IF FIRE NOT EXTINGUISHED DO NOT EXCEED VNE	
DO NOT ATTEMPT RESTART		
Emergency Landing without Power	EXECUTE	
Airspeed	FLAPS DN 60 KIAS FLAPS UP 65 KIAS	
Doors	UNLATCH	
Touchdown	TAIL LOW	
Brakes	APPLY HEAVILY	
Elevator	HOLD FULL NOSE UP	
After Landing	EVACUATE FROM AIRCRAFT TO A SAFE DISTANCE	