



Work Authorization & Payment Confirmation Form

646-796-5332

accounting@premieraircraftmx.com

Customer Information

Contact Name: _____ E-mail: _____

Company: _____

Cell Phone: _____ Office Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Job Information

Aircraft Type: _____ Serial Number: _____

Registration Number: _____ Aircraft Location: _____ FBO _____

Maintenance to be Performed: _____

Key Location: _____ Next Scheduled Flight: _____ Time: _____

Airframe TT: _____ Engine #1 TT: _____ Engine #2 TT: _____ APU TT: _____

Airframe TC: _____ Engine #1 TC: _____ Engine #2 TC: _____ APU TC: _____

Labor Rate: _____ Travel Required (Y/N): _____ Techs Supporting: _____

Payment Authorization

***Note: A valid credit card is required prior to commencing work.** Payment is due in full at the time the aircraft is released to the Customer/Operator. If another form of payment is not received at the time the aircraft is released, or by the previously agreed upon terms, you authorize Premier Aircraft Support LLC to charge your card for the work performed plus a book keeping fee as outlined in the terms and conditions. Final payments via credit card are subject to a 3.5% service fee, and a 5% late fee.*

☒ Credit Card (Mandatory)

Credit Card Number: _____ Card Type: _____

Name on Card: _____ Exp. Date: _____

Security Code (3 or 4 digits): _____ Billing Zip Code: _____

☐ Check/ACH/Wire Transfer: The remaining balance due will be remitted prior to, or at the time my aircraft is released.**Please send checks to:**

Premier Aircraft Support
43 Powderhorn Dr
Wayne, NJ 07470

OR

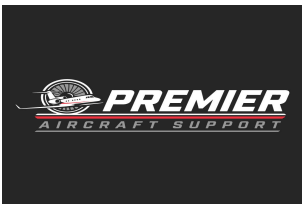
ACH or Wire transfer:

For ACH or wire transfer details, please contact the accounting
department at: Accounting@premieraircraftsupportmx.com

I acknowledge that I have read and agree to the terms and conditions of this work authorization and approve Premier Aircraft Support, LLC, partners of Premier Aircraft Support, LLC, and approved associates of Premier Aircraft Support, LLC to complete the work as stated above. Furthermore, I certify that I am a person who is authorized to approve maintenance work on the above referenced aircraft and am an authorized user for the credit card provided. I hereby authorize Premier Aircraft Support, LLC to charge the provided credit card for any and all charges associated with the work performed according to the terms provided herein, as well as any additional charges which may arise as outlined in the terms and conditions.

Name: _____ Signature: _____ Date: _____

Operator/Customer initials: _____ Page 1 of 2



Maintenance & Payment -- Authorization Form--

Payment Terms: A deposit is required as indicated on page one of this work authorization. Unless approved Premier Aircraft Support, LLC leadership personnel to make prior arrangements, via email, to alternate payment terms, Operator/Customer agrees to pay by electronic means to Premier Aircraft Support LLC for the services rendered prior to Premier Aircraft Support LLC relinquishing possession of the aircraft, or final Return to Service Documentation to Operator/Customer. If Operator/Customer chooses to pay by credit card, Premier Aircraft Support LLC will impose a service fee of up to 3.5% of the final balance due.

Deposits: A deposit will be required prior to starting work on items that have been previously scheduled no sooner than previous five (5) days from the date listed on page one (1) of this form in the amount designated on page one (1) of this work authorization. Premier Aircraft Support LLC will require a valid credit card to process this deposit unless another form of immediate or guaranteed funds can be arranged.

Late Payments: In the event that full payment is not received at the time the aircraft is released to the Operator/Customer, any unpaid balance not received by Premier Aircraft Support LLC within 15 (fifteen) days from the invoice date shall be assessed a late payment charge of 5.5% per month. Final Invoice dates will not be changed for any reason. If 15 days has surpassed, the credit card listed above will be charged, along with a bookkeeping fee and late fee.

Attorney and/or Collection Fees: If any action is brought by Premier Aircraft Support LLC for the enforcement of the obligations of the Customer, Premier Aircraft Support LLC shall be entitled to recover all reasonable costs incurred with regard to such action.

Rates: All work will be charged at the customer labor rate indicated on page one of this work authorization. If no rate is provided, all work will be charged at the Premier Aircraft Support LLC effective shop and travel rates. Additional labor charges may be included for overtime and / or holiday time.

Taxes: The amount of all Federal, State and Local taxes applicable to the sale, use of, or transportation of the parts sold or the work performed hereunder and all duties, imports, tariffs, or other levies shall be added to the prices and paid by the Operator/Customer, except where the Operator/Customer shall furnish the appropriate certificate of exemption. Operator/Customer agrees to hold Premier Aircraft Support LLC harmless from and against any payment of any taxes.

Shop Supplies: Premier Aircraft Support LLC reserves the right to impose a shop supplies surcharge of up to 7% of the total labor charges on the work order.

Supplied and/or Program Parts: Premier Aircraft Support LLC reserves the right to impose a handling fee of up to 15% of the manufacturer's suggested retail price for any parts that are supplied either by the customer or warranty vendor if the parts are being replaced under warranty programs or standard warranty not caused by Premier Aircraft Support LLC.

Work Authorization Deviations: Any change or additions to the maintenance in this agreement may be made only through the initiation of a request for a change to work. Such changes may affect price and delivery. The Operator/Customer may be required pay any increase in price.

Excusable Delay: Where delivery schedule has been given, Premier Aircraft Support LLC will make every effort to comply with such delivery schedule; Premier Aircraft Support LLC will not be considered in default and no liability is assumed for any change in delivery due to any cause not reasonably within the control of Premier Aircraft Support LLC or any additional work request made by the Operator/Customer when advised that addition of that item might impact the schedule of the original delivery date. Operator/Customer shall give Premier Aircraft Support LLC ten (10) days written notice of its claim during which time Premier Aircraft Support LLC may cure any claimed default and incur no liability.

Indemnification: Operator/Customer shall indemnify and hold Premier Aircraft Support LLC, its officers, directors, partners employees, affiliates, or agents harmless for loss of or damage to the aircraft including the work accomplished on the aircraft under this agreement for any reason or cause whatsoever while the aircraft is in the possession, control, and direction of Premier Aircraft Support LLC, except to the extent that such loss or damage is solely and directly caused by the gross negligence of affiliates of Premier Aircraft Support LLC, partners of Premier Aircraft Support LLC, and/or delegates of Premier Aircraft Support LLC

Quoted Pricing: Quoted pricing is defined to mean an approximate calculation only. The final invoice may exceed the estimated total invoice.

Incidentals: Operator/Customer agrees to pay all incidentals incurred by Premier Aircraft Support LLC as a result of work performed on behalf of Operator/Customer. This includes all travel-related incidentals for travel to and from the work location, mileage, per diem, lodging, airfare, rental vehicle, etc. as well as charges levied by the fixed base operator such as hangar fees, aircraft fuel, ground power, escort, etc.

Limited Warranty: Written notice of any claim for labor and repair or replacement of parts must be given to Premier Aircraft Support LLC within twenty-five (25) flight hours or fifteen (15) days of the time and date recorded on the final log entry provided by Premier Aircraft Support LLC, whichever comes first.

Limitation on Liability: Notwithstanding any provision of this agreement to the contrary, Premier Aircraft Support LLC shall not be liable to Customer for special, incidental or consequential damages including, but not limited to, loss of use, revenue or profit, business opportunities and the like, even if Premier Aircraft Support LLC was advised, caused, knew, or should have known of the possibility of such damages.

Cancellations: If a work scope has been initiated and confirmed by both Premier Aircraft Support LLC and the operator/customer listed above, then canceled by the operator/customer within 4 hours of the agreed upon start time, Premier Aircraft Support LLC reserves the right to apply a \$650.00 work order cancellation fee.