



6060 S. Aviation Dr.
North Charleston, SC 29406
843-800-6498
craft@flycraftchs.com

The following items need to be covered and collected with new pilots. If the item is not applicable, write N/A.

Forms to Complete:

- Membership Application
- Payment Authorization
- Liability & Hold Harmless Waiver
- Policies and Procedures

Documents to Collect:

- Copy of Student State ID card or Driver's license
- Copy of Passport or Birth Certificate & Govt issued Photo ID
- FAA Medical Certificate
- FAA Pilot Certificate or Student Endorsements
- Flight Review
- Proof of Aircraft Insurance (for solo or rental)

Member Name: _____

CRAFT Representative Obtaining Documents:

Initiation (print)_____

Dues (Sign)_____ (Date)_____



Membership Application for Student Pilots

Date: _____

Last Name _____ First _____

Street Address _____

Street Address _____

City _____ State _____ Zip Code _____

Phone: Home _____ Work _____

E-mail _____

Emergency Contact _____ Phone _____

Employer & Occupation _____ Phone _____

How did you hear about us? _____

Briefly describe the aviation goals you would like to achieve at CRAFT:



Membership Application for Certificated Pilots

Pilot Name		Pilot Certificates Held: <input type="checkbox"/> None/Student <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Recreational <input type="checkbox"/> ATP <input type="checkbox"/> Flight Instructor
Current Address		
Phone Number		FAA Pilot Ratings Held <input type="checkbox"/> ASEL <input type="checkbox"/> AMEL <input type="checkbox"/> IFR <input type="checkbox"/> SES <input type="checkbox"/> MES <input type="checkbox"/> Glider <input type="checkbox"/> Other _____
Date of Birth		
Email Address		
Employer and Occupation		
Emergency Contact (Name and Phone)		
How did you hear about us?		
What are your aviation goals for training at CRAFT?		

Training

Describe Simulator Fight Training		Describe Simulator Fight Training	
Aircraft Type		Aircraft Type	
School Date		School Date	
Date of last Biennial Flight Review or equivalent			
Do you participate in FAA Pilot Proficiency Award Program? Yes _____ No _____			

Logged Pilot Hours

	HOURS		HOURS
Total Logged all Aircraft		Retractable Gear	
Multi-Engine		Jet	
Turbo-Propeller		Instructor	
Tail Wheel		Glider	
Amphibious		Other	

Please explain any yes answers on the reverse of side

		Yes	No
1.	As pilot in command or co-pilot have you had or been involved in any aircraft accidents or incidents?		
2.	As PIC or co-pilot have you been found guilty of or been penalized, disciplined, fined or violated for any civil or military air regulations?		
3.	Has your automobile drivers license ever been suspended or revoked?		
4.	Have you ever been arrested for operating an auto under the influence of drugs or alcohol?		
5.	Have you ever been convicted or plead guilty to a felony?		
6.	Any aviation insurance claims or losses?		
7.	Has any insurer cancelled or declined to renew any aircraft insurance for you in the past 5 years?		

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

Date _____ Signed _____



Credit Card Authorization

I _____ give permission to CRAFT to keep my credit card number on file and to charge flight time, sim time, fees, and other outstanding charges on my account. I also understand that I am responsible for the payment at the time service is rendered.

I understand that this authorization shall be in effect until I notify CRAFT of my intention to close my account and have made full payment for any and all outstanding charges.

I understand that there is a 2.5% surcharge on all credit card charges.

Signature of Card Holder		Date	
E-mail			

NOTE: This section does not need to be completed if the card is swiped or entered into Flight Circle.

Visa	MasterCard	American Express	Discover
Account Number			
Exp Date	Billing Zip	CVV Code	
Name on Card			



Waiver of Liability & Hold Harmless Agreement

1. I acknowledge that any Aircraft Rental/Flight Operations provided by Chucktown Flight Training, LLC dba CRAFT, involves the possibility of physical injury or death and/or damage to property.

2. In consideration of participating in CRAFT Aircraft Rental/Flight Operations, I hereby state the following:

i. I WAIVE, RELEASE AND DISCHARGE CRAFT 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 CRAFT.

-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 CRAFT.

Name _____

Date _____

Signature _____



Policies & Procedures

Please initial each line to acknowledge the policies.

1. _____ **Membership Fees:** A monthly membership fee of \$50 is required of all pilots who are not part of an accelerated training program. The membership fee includes one hour of Sim time, a \$70 value. This recurring fee can be cancelled at any time; previously collected membership fees are non-refundable. Member agrees to contact CRAFT to cancel instead of stopping payment on credit card charges; these result in a “chargeback” and increased credit card fees to CRAFT.
2. _____ **Credit Card Fees** are added to all credit card charges at the rate of 2.5%. The credit card companies charge these fees to CRAFT. To avoid these charges, you may elect to pay with cash or check instead.
3. _____ **Rental Agreement and Rental Insurance:** A signed CRAFT Rental Agreement and proof of non-owners Rental Insurance is required for members who fly solo or as pilot in command (PIC) without an instructor. The non-owned renters insurance should carry hull coverage in the amount of \$1000, which is the same amount as the deductible on the CRAFT Fleet Policy
4. _____ **Cancellations and “No Shows”:** We understand that periodic cancellations due to weather, emergent maintenance or illness are unavoidable. We strongly recommend students confirm their availability with their instructor within 24 hours of their flight. An instructor will notify the student as soon as possible if a flight must be cancelled or rescheduled. If a student must cancel a flight, they shall notify the instructor as soon as possible so the instructor can make reasonable attempts to schedule another student. Habitual cancellations by pilots can lead to suspension of online scheduling privileges and/or imposition of a \$50 cancellation fee for each occurrence. **“No shows” will be charged the full instructor and aircraft rates for the time scheduled in Flight Circle.**
5. _____ **Aircraft Safety & Usage:** Pilots agree to comply with all applicable federal, state, local and CRAFT regulations with regards to the use of a CRAFT aircraft. Depending on the aircraft, there may be additional checkout requirements specified by the aircraft’s owner that must be met prior to receiving permission to fly that aircraft as solo/PIC. CRAFT may at any time terminate this agreement if a pilot is found negligent in their operation of any aircraft, whether they belong to CRAFT or not.
6. _____ **After Hours Policy:** Pilots may coordinate with their respective CFI or CRAFT staff member (as applicable) to arrange for access to aircraft outside of CRAFT office hours (9AM-5PM Mon-Sat). For after-hours use, expect for CRAFT aircraft keys and log folders to be picked up/returned to the Atlantic FBO desk which operates 24 hr/7 days a week.
7. _____ **Transiting through Hangers Adjacent to CRAFT office:** Pilots must use extreme caution while transiting through the hangers adjacent to CRAFT’s office. Pilots shall refrain from physical contact with any aircraft, equipment, and tools found in the hangers. Student and renters may be liable for damages incurred while transiting the hangers.
8. _____ **Flight Circle Pilot Information:** A pilot’s certificate/ratings, FAA Flight Reviews, FAA Medical Certifications, and TSA security requirements must be current in Flight Circle in order to rent a CRAFT aircraft. Pilots are responsible for keeping their information current and shall work with CRAFT staff to update Flight Circle information as required. Currency/validity of information in Flight Circle will be verified as part of aircraft dispatch procedures by instructors prior to all flights; any expired, delinquent, or missing information in Flight Circle may result in a pilot being unable to fly or operate as PIC.
9. _____ **Deposits and Pre-paid training:** Deposits made for Accelerated courses are refundable up to 2 weeks before the scheduled course. Unused credits for pre-paid training or block time is refundable for 6 months after the purchase. Unused credits for pre-paid training do not expire. Training that is already completed is not refundable.

Date _____ Signed _____