

CROSS-COUNTRY FLIGHT

- If you purchase fuel at an airport other than Lake Elmo, you may be reimbursed for your fuel purchase at no greater than Lake Elmo Aero's current fuel price. Keep your fuel receipt to present to LEA upon your return.
- If the airplane is rented for greater than a 24 hour period, there will be a minimum charge of 3.0 Hobbs hours per 24 hours of rental.
- If inclement weather is expected (including thunderstorms, hail, or winds exceeding 30kts), the aircraft must be stored in a hangar.
- If the outdoor temperature is forecast to be below 40 F, the aircraft's Tanis heater must be plugged in or the aircraft must be stored in a heated hangar.
- **Lake Elmo Aero will not reimburse pilots for ancillary expenses of a cross-country flight, including landing, hangar, or ramp fees, except for the fuel process listed above.**

AFTER HOURS RENTAL

- If you return to Lake Elmo Aero after hours, park the airplane between the fuel pump and the building on the yellow line. Leave the binder and keys underneath the pilot's seat in the airplane. Place gust lock on yoke.
- All after-hours renters must have a credit card on file before departure. You will be billed the following day; if you have any questions about billing, call the front desk as soon as practical the next day.



AIRCRAFT HANDLING & ETIQUETTE

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AIRCRAFT RENTERS

Thank you for choosing Lake Elmo Aero! We hope your aircraft rental experience will be enjoyable. Airplanes, like cars, must be treated well to continue running smoothly. To keep our rental prices low and assist your fellow pilots, please follow these handling and etiquette guidelines.

BEFORE THE FLIGHT

- If you need less than full fuel for weight-and-balance purposes, please call us at least 24 hours in advance.
- If the windshield needs to be cleaned, use a clean microfiber cloth *only* with approved cleaning solution.
- If you must move a propeller by hand, ensure that the magnetos are OFF and the key is removed. Move the propeller slowly and in the opposite direction of normal rotation.
- Keep doors and windows closed when not in use.
- Do not put items on painted surfaces of the aircraft. (EX: headset on cowling/wings)
- Make one last lap around the aircraft before departing to ensure no items are in your immediate area (chocks, step ladders, cones...)

DURING THE FLIGHT

- Avoid placing belongings on the glareshield, dashboard, or anywhere they could scratch the windshield.
- Attach external GPS units (Stratus, etc) to the rear windows, not the front windows or windshield.
- Use gradual inputs when operating all aircraft controls.
- **Smoking, vaping, or use of any tobacco product is prohibited in all Lake Elmo Aero aircraft.**

LEAVING THE AIRPLANE

- **Ensure that the airplane's master switch and magneto switch are both OFF, and the mixture is idle.**
- **Do not set the parking brake on the ramp.**
- When unbuckling, do not allow seatbelts to fall out of the door and hit the side of the aircraft.
- Refasten seatbelts & leave neatly on seat for the next renter.
- Close and secure all windows and doors.
- Remove all personal belongings (Stratus, iPad, headsets) and trash from the airplane.
- In gusty conditions, use provided control locks.
- **At the end of your flight, complete a post-flight walk-around. This should be one lap around the entire airplane to check for any last-minute items out of place.**
- **Report any maintenance or aircraft discrepancies to Lake Elmo Aero staff.**



CLOSE YOUR FLIGHT PLAN!