

**PILOT DATA INFORMATION**

**GENERAL INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work or Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

DL Number and State: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

**FLYING EXPERIENCE**

Certificate Number: \_\_\_\_\_

Total Hours: \_\_\_\_\_ SEL Hours: \_\_\_\_\_ MEL Hours: \_\_\_\_\_

Complex Hours: \_\_\_\_\_ Date of last BFR: \_\_\_\_\_

Class of Medical Certificate: 1 2 3 Date of Medical exam: \_\_\_\_\_

Please check all boxes that apply:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Student                 | <input type="checkbox"/> Commercial Pilot         | <input type="checkbox"/> Certified Flight Instructor     |
| <input type="checkbox"/> Private Pilot           | <input type="checkbox"/> Multi-Engine Rating      | <input type="checkbox"/> Certified Instrument Instructor |
| <input type="checkbox"/> Instrument Rating       | <input type="checkbox"/> High Performance Signoff | <input type="checkbox"/> Multi-Engine Instructor         |
| <input type="checkbox"/> Airline Transport Pilot |   |  |

**EMERGENCY CONTACT INFORMATION**

**Call First:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work or Cell Phone: \_\_\_\_\_

Relationship to Pilot: \_\_\_\_\_

**Call Next:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work or Cell Phone: \_\_\_\_\_

Relationship to Pilot: \_\_\_\_\_

I hereby certify that all the above information is complete, true, and correct to the best of my knowledge, and that I will promptly notify Monarch Air of any changes to the above information.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## **AIRCRAFT RENTAL POLICIES AND PROCEDURES**

The following policies and procedures shall apply to each rental and / or training flight at Monarch Air. The renter and / or student whose signature appears below is aware of and agrees to each statement, policy, and procedure.

1. I will pay the published rates in Dallas, Dallas County, Texas, for any aircraft I have rented from MONARCH AIR according to MONARCH AIR terms. I understand that MONARCH AIR accepts the following as payment: Mastercard, Visa, Discover, American Express, Cash, Check
2. Payments for all flights and other services must be made immediately upon completion of the activity, unless prior credit arrangements have been completed with the accounting department. Flights returning after the close of normal business hours and all extended cross-country flights will require a deposit and / or payment in advance.
3. I agree that the rented aircraft shall not be used or operated:
  - For any illegal purposes
  - In any race, speed test, or contest
  - By any person other than the renter who signed the agreement
  - To carry passengers or property for compensation or hire
  - On any flight that I am not properly rated or certified for.
4. I will inspect and make a pre-flight check of the aircraft, including its equipment and accessories, before the take-off and will not accept the aircraft until I am satisfied as to its airworthiness and proper functioning of its equipment and accessories.
5. I will return the aircraft at or before the agreed time, weather permitting, in the same condition that I received it, normal wear and tear excepted. If I am delayed, I will notify the appropriate location scheduling office of MONARCH AIR immediately by telephone. Collect calls will be accepted and added to the rental charges. I understand that failure to notify MONARCH AIR of any delays could cause additional expense to occur.
6. I will use the aircraft only for the purpose and over the route I specify for each flight.
7. I will observe all Federal, State, and local air regulations, and will fly only within the boundaries of the United States. It is expressly understood and agreed that the aircraft will not be flown into Mexico and Canada. Any breach of this provision by the customer will constitute "Felony Theft By Conversion" and will be dealt with accordingly.
8. I will obtain weather reports and forecasts immediately before making any flight and will not fly if the conditions along my proposed route are forecast to be below VFR minimums unless I am Instrument Rated, current, and the aircraft is instrument certified.
9. With the exception of a precaution or emergency, I will not attempt to land, or land on a runway that is less than two thousand five hundred (2,500) feet in length or on any runway that is not hard surfaced. I will not attempt to takeoff, or takeoff, from a runway that is not hard surfaced or which is less than two thousand five hundred (2,500) feet in length. I understand that failure to observe this may cause serious damage to the engine / propeller and / or other aircraft components, for which I will be held liable (Emergency landings excepted). I agree that I will not attempt to land or land at a private, non-public use airport.
10. I will fly from the left front seat only, and will let no one else fly the aircraft. MONARCH AIR aircraft may not be rented for instructional purposes by NON-MONARCH AIR instructors. Failure to observe this restriction may void any insurance coverage available under Monarch Air policies and possibly subject the person(s) in violation to personal liability for damages.



11. I will immediately report all accidents of any nature, major or minor, to MONARCH AIR at 972-931-0345, collect, along with names and addresses of any witnesses or involved parties. In the event of an accident, I will not permit the aircraft to be moved unless instructed to do so by MONARCH AIR MANAGEMENT or local authorities, and I will protect the aircraft and its equipment from further losses. Additionally, I will report any information as required by the FARs and NTSB.
12. I will not tamper with, molest, attempt to repair, or authorize others to repair, any part of the aircraft equipment or its accessories without prior approval from MONARCH AIR MANAGEMENT. Failure to observe this will make me liable for any damage I may cause to the aircraft. If I authorize others to repair the aircraft without prior approval from MONARCH AIR MANAGEMENT, I will not be reimbursed for any part of such expenses.
13. Whenever I park the aircraft, I will insure that it is securely tied down. I understand that failure to do so will make me liable for any damages, which may occur if the aircraft is left unsecured.
14. Prior to any engine start, I will remove all tie downs, and tow the aircraft from the parking position so that the nose wheel of the aircraft is on the center line. I will not "pull into" a parking position under power. The engine will be shut down with the nose wheel on the center line and I will use the tow bar to position the aircraft into the designated parking position.
15. I will pay MONARCH AIR for any deductible or any loss not covered by the insurance policies and for any loss or damage to the aircraft caused in whole or in part by my failure to comply with any of these policies, or by my negligence.
16. I understand that mechanical problems and delays can and do occur with aircraft, and that MONARCH AIR will not be responsible for any costs or expenses incurred by me and / or my passengers, including, but not limited to, food, lodging, alternate transportation, loss of time or revenue, or any other inconvenience resulting from problems with the aircraft.
17. In the event that a flight must be terminated early, delayed, or re-routed due to mechanical problems, I will still be responsible for paying for any hours actually flown by me.
18. I will be solely responsible to pay for any and all costs, which may arise in the event that I fail to return the aircraft to its home base at the facilities of MONARCH AIR, for any reason (aircraft mechanical failures being the only exception). Possible costs may include, but are not limited to, the costs of a ferry pilot and a second ferry aircraft.
19. I understand that MONARCH AIR's authorization given to me to use the aircraft, facilities, and equipment of MONARCH AIR is based on the accuracy of the information provided to MONARCH AIR on the Pilot Data Sheet, and agreement to adhere to MONARCH AIR policies and procedures. I also understand that if I provide willful false or misleading information, I can subject myself to possible liability for any damage or loss sustained without benefit of insurance coverage, and certain termination of future flight privileges at MONARCH AIR.
20. If I am a student pilot, I will remain under the proper supervision of a MONARCH AIR Certified Flight Instructor, and will not attempt to engage in any flight without his knowledge and approval.
21. I will allow MONARCH AIR personnel to examine my records at any time to verify adherence to these policies, and will submit with this rental agreement a photostat copy of my certificate, medical, and driver's license, documents for verification of TSA security requirement or other appropriate identification. I will hold a valid and current pilot certificate with appropriate ratings. I must possess evidence of a current biennial flight review (BFR), medical certificate, and aircraft checkout.
22. I will not operate the aircraft for a period of at least 12 hours after consuming intoxicating substances such as liquor, tranquilizers, sleeping aids, or any other substance that would impair my flying ability.
23. I will not attempt to fly any MONARCH AIR aircraft until I have been checked out by a MONARCH AIR Certified Flight Instructor.
24. I understand that in addition to meeting all operation currency requirements set forth in the FAR's, as well as the requirements contained herein, I may not operate a Monarch Air aircraft unless I have done so within the previous 90 days. In the event that I have not flown a Monarch Aircraft within the previous 90 days, I will be required to complete a standard checkout in the aircraft make and model unless other flight proficiency can be determined. Notwithstanding, I will be required to complete a standard checkout every twelve 12 calendar months. Monarch Air's currency requirements may be waived at the discretion of their chief pilot.

- 25. I understand that all MONARCH AIR aircraft have daily minimums (2 hours per day on weekdays and 3 hours per day on weekends, N218CG (A-36) and N212CG (C-182) - 3 hours per day on weekdays and 4 hours per day on weekends), and if I am being billed for the daily minimums, there will be no carry-forward or credit for unflown hours.
- 26. I agree to reimburse MONARCH AIR in the event suit is instituted by the MONARCH AIR to recover possession or to enforce any of the terms, covenants, and conditions hereof, or to collect any sum of money, damages, or cost and reasonable attorney's fees incurred by MONARCH AIR in such suit or suits.
- 27. I understand as a renter, MONARCH AIR hereby provides notice that I am insured under a policy or policies of insurance provided by Monarch Air that provides renters liability in the amount of \$100,000 each occurrence for bodily injury and property damage to others. Renters are strongly encouraged to consider purchasing an "Aircraft Renters Insurance Policy" from an independent insurance company to protect themselves in situations where they may be found to be negligent or responsible for physical damage to aircraft itself.

Deductibles:

Single Engine Fixed Gear Aircraft:	\$2,500 ground \$2,500 in motion
Single Engine Retractable Gear Aircraft:	\$2,500 ground \$2,500 in motion
Multi Engine Aircraft:	\$2,500 ground \$2,500 in motion

I have read and agree to all the above terms and conditions, and will adhere to all Monarch Air policies and Procedures. Please initial each page and sign below.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Pilot Certificate Number

**TO BE FILLED OUT  
BY OFFICE PERSONEL**



**RENTER/STUDENT APPROVED AIRCRAFT LIST**

Pilot Name :

The following items must be completed before the pilot may rent or train in any aircraft.

- Monarch Air has a current Pilot Data sheet from the pilot filled out correctly along with the appropriate signatures, an attached copy of the individual’s certificate(s), current medical, and valid drivers license or previous Pilot Data with up to date information.
- Verify identification and US citizenship including 49 CFR 1552.3(h) logbook signoff.
- The individual’s pilot qualifications and currency have been verified to meet the required insurance minimums for the aircraft.
- The individual has been briefed over Monarch Air’s aircraft rental policies and procedures.
- For those individuals interested in leaving a deposit on account;
  - Cash Deposit – Minimum amount of \$500.00
  - Credit Card Deposit – Imprint of credit card along with authorized signature.
- Online Scheduling account established including pilot qualifications and aircraft qualifications.
- TFBO account created and updated including pilot qualifications and aircraft qualifications.

Approved aircraft list:

AIRCRAFT	DATE	INITIALS
C-152		
C-172		
C-172SP		
C-172RG		
C-182		
C-182 Nav III		

AIRCRAFT	DATE	INITIALS
C-T210		
PA-28-181		
PA-44-180		
A-36		
BE-76		

\_\_\_\_\_  
Instructor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Instructor Name (Print)