



# AIRCRAFT CHECKOUT

CHI Aerospace | REV02 - 04122022

This document provides an outline regarding renter requirements for aircraft checkouts. *This form must be completed and signed by the renter/pilot and the CHI CFI prior to any solo pilot rentals in the aircraft.*

Renter Name: \_\_\_\_\_ CFI Name: \_\_\_\_\_

## Aircraft Checkout Requirements

### Required Documents

The following documents must be scanned and kept on file for each renter prior to flight. Each of these items must be entered into Flight Schedule Pro for accurate tracking:

1. Pilot Certificate  
Renter must hold a valid and current pilot certificate with appropriate ratings in order to be checked out in any CHI Aerospace aircraft.
2. TSA Verification Documents  
Renter must have a copy of current Drivers License and Birth Certificate **or** valid Passport, kept in the records at CHI Aerospace, as well as have that form of ID on person, while operating the rental aircraft.
3. Valid Medical Certificate or BasicMed (if applicable)  
Renter must possess a valid medical certificate **or** BasicMed based on current pilot certificate.
4. Current Flight Review (if applicable)  
Renter must possess evidence of a current flight review. A flight review may also be completed simultaneously with an aircraft checkout.
5. Rental Agreement  
Renter must sign and complete CHI Aerospace's current rental agreement.
6. Other Documents  
Valid endorsements, AFSP documents / approval, proof of insurance, other ratings, etc

### Aircraft Checkout

Renters must comply with the following terms and conditions with the use of any CHI aircraft:

7. Completion of ground training and passing of written exam specific to this aircraft  
*Completion of exam, corrected to 100% with a sign-off from designated CHI Aerospace Certified Flight Instructor (CFI). Must be kept on file at CHI Aerospace in order to maintain rental privileges.*
8. Completion of required flight hour(s) minimums with the same CHI Aerospace CFI, circumstances permitting  
*Demonstration and understanding of general maneuvers, engine management, emergency procedures, take-off and landings. Checkout may require more than the required hour minimum depending on pilot skills. Checkout completion will be at the discretion of the CHI Aerospace CFI.*
9. Completion of aircraft checkout must be entered into Flight Schedule Pro (FSP) by the designated CHI Aerospace CFI with all applicable endorsements included



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## Proficiency Requirements

10. If renter has not flown the aircraft within 90 days, renter must fly with a CHI Aerospace CFI.

11. **All** renters must take a 6 month refresher with a CHI Aerospace CFI.

*A minimum of 1 hour instruction to include ground and in-flight check*

## Aircraft Checkout - Completion Checklist

- Renter has all required documents on file and entered into Flight Schedule Pro.
- Renter has reviewed the "Aircraft Checkout" document and "CHI Aerospace Rental Agreement" with their designated CHI Aerospace CFI, and understands and agrees to all of CHI Aerospace's requirements, policies, restrictions and covenants associated with these documents.
  - a. For Cessna T182T checkout - renter has reviewed the "Cessna T182T Rental Agreement" with their designated CHI Aerospace CFI.
- Designated CHI Aerospace CFI has reviewed and corrected the aircraft written test with renter to 100% indicating the renter possesses the required knowledge to safely operate the aircraft. The written test has been stapled to this document and will be placed in the renter's folder to be kept on file at CHI Aerospace.

Date Completed:  CHI CFI Initials:

- Renter has completed the minimum hour requirement for the aircraft checkout.

Aircraft Type:  Aircraft Tail #:

Date Completed:  CHI CFI Initials:

- Designated CHI Aerospace CFI has updated FSP and added the completed aircraft checkout information for the renter, as well as any endorsements/other items completed during the checkout. Additional endorsements and other items have also been put into the renter's logbook (*TSA verification, High Performance Endorsement, etc*).

CHI Aerospace CFI Name	CHI Aerospace CFI Signature & CFI #	Date
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Renter Name	Renter Signature	Date
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