

# ***HOW TO START A COLLEGE FLYING CLUB***

## **I. Establish Bylaws and Form Legal Entity**

- A. Form Committee
- B. Determine Mission Statement
  - 1. Goals
  - 2. Objectives
- C. Setup Legal Entity
- D. Tax Strategy for Aircraft Owners in Club
- E. Create Release of Liability Forms
- F. Aircraft Owner Rental Agreements
- G. Tentative Fee Structure

## **II. Capitalizing on Economies of Scale**

- A. Work Out Special Price for Fuel
- B. Recruit FAA Certified A & P and AI
- C. Certified Flight Instructors
  - 1. Looking to Build Time
  - 2. Negotiate Special Rates
  - 3. Highly Discounted Fees for Aircraft Owners
- D. Develop Working Relationship with FBO
- E. Find Aircraft Washers to Trade for Flight Time
- F. Ground School Instructors
  - 1. Establish College Course
  - 2. Recruit Local Talent or FBO Sponsored
- G. Negotiate Tie Down Fees

### **III. Rules for Pilots and Student Pilots**

- A. Aircraft Fuel
  - 1. Aircraft to be Topped-off After Flight
  - 2. Penalty \$.50 per Gallon if Aircraft Not Topped Off
- B. Flight Forms
  - 1. Squawk Sheet
  - 2. Destination Flown - Tachometer Time- Before and After
  - 3. Check Oil and Record
- C. Pilot Proficiency Check-out Flight
  - 1. Club Votes on New Members 85% to Join
  - 2. CFI Checkout
  - 3. Verification of Ground School
  - 4. Additional Check-outs Each Aircraft

### **IV. Insurance**

- A. Club Insurance
- B. Aircraft Owner Insurance