



## AIRCRAFT CHECKOUT SHEET

This sheet must be completed by the Member prior to solo flight in the Club aircraft, and during each annual checkout. All applicable aircraft documents (i.e., POH/AFM, placards, Club procedures, etc.) should be used while completing this sheet. This sheet is intended to give the Member an overview of the aircraft, its systems, operational capabilities and limitations, as well as, act as an aid in reviewing Part 91 of the Federal Aviation Regulations. Once complete, the Member's answers must be reviewed by, and discussed with, the Member's CFI who is performing the aircraft checkout, and this sheet must be submitted to the Membership Officer.

Member's Name: \_\_\_\_\_

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

Aircraft Make, Model and FAA Designation: \_\_\_\_\_

Tail Number: \_\_\_\_\_

### Fuel

1. What is the aircraft's total fuel capacity, and how much of that capacity is usable?
2. How many fuel tanks does the aircraft have, and what is the usable capacity of each tank?
3. What is the correct grade and color of fuel?
4. How many fuel drains does the aircraft have, and where are they located?
5. When should the fuel be strained?
6. Should the aircraft be inside or outside of the hangar when the fuel is strained?
7. What are the refueling procedures for the aircraft?

### Oil

8. What grade of oil does the Club use during the summer, and what grade is used during the winter?
9. What is the Club's recommended minimum operating oil level (hint: it's 2 qts less than what the sump will hold)?

### Weight and Balance

10. What is the aircraft's maximum gross weight?
11. What is the aircraft's empty weight?
12. What is the aircraft's useful load?
13. What is the aircraft's full-fuel payload?
14. What is the aircraft's maximum takeoff weight?
15. What is the aircraft's maximum landing weight?
16. Using MyFBO, perform the following w&b calculation and attach a printout: pilot 200 lbs; copilot 140 lbs; fuel 30 gal; bags 50 lbs

### Airspeeds

17. What is  $V_x$  (best angle of climb airspeed)?
18. What is  $V_y$  (best rate of climb airspeed)?

19. What is  $V_A$  (maneuvering airspeed) at maximum gross weight?
20. What happens to  $V_A$  as gross weight decreases?
21. What is  $V_{SO}$  (stalling airspeed in landing configuration)?
22. What is the rotation airspeed for a normal takeoff?
23. What is the recommended final approach airspeed in normal landing configuration?
24. What is the maximum demonstrated crosswind component?
25. What is the best glide speed at gross weight?
26. (If the aircraft is a retract) What is  $V_{LE}$  (maximum airspeed for gear extension)?
27. (If the aircraft is a retract) What is  $V_{LO}$  (maximum airspeed for gear operation)?

### **Performance**

28. What is the short field takeoff procedure?
29. What is the soft field landing procedure?
30. What is the takeoff distance at max takeoff weight at sea level on a standard day with no wind over a 50' obstacle?
31. What is the landing distance at max landing weight at sea level on a standard day with no wind over a 50' obstacle?
32. What is the go-around procedure?

### **Power-Plant Management**

33. Describe the standardized power settings adopted by the Club for the aircraft in the following phases of flight:
  - a. Takeoff
  - b. Initial climb
  - c. Cruise
  - d. Descent
  - e. Short final
34. How should power be reduced to protect the cylinders from shock cooling?
35. What is the Club's recommended CHT value that should not be exceeded?
36. What gauge, if any, is used to set the mixture properly?
37. At what temperature must the engine be thoroughly pre-heated before being started?

### **Systems**

38. What are the aircraft's available flap settings?

39. What is the procedure for using the emergency vacuum system?
40. (If the aircraft is a retract) What are the indications of an unsafe gear condition?
41. (If the aircraft is a retract) What is the emergency gear extension procedure?
42. What are the indications that the aircraft is experiencing carburetor ice, and what action should be taken?
43. When is the alternate air used, and how does it affect engine performance?
44. Where is the alternate static source located, and what changes to the pitot-static instruments can be expected when it's used?
45. What are the indicators of an alternator failure, and what should be done if a failure occurs?
46. Does the aircraft have an HSI or a DG/HI, and is it slaved?
47. Does the aircraft have an electric fuel pump, and when is it used?

### **GPS**

48. Does the aircraft have a WAAS-certified GPS?
49. How often is the GPS aviation database updated?
50. Does the aircraft's GPS display weather, terrain, traffic and/or obstacle information?
51. What is the purpose of the CDI button on the GPS?

### **Autopilot**

52. Does the aircraft have an autopilot, and if so what does it control?
53. During a malfunction, how can the autopilot be turned off/disconnected?
54. Does the autopilot couple to the GPS?

### **Insurance and Qualifications**

55. What are the insurance requirements to operate the aircraft in solo flight?
56. Can a non-member operate the aircraft?
57. How often must a member undergo recurrent training in Club aircraft, and what aircraft should be used?
58. If instrument-rated and using a safety pilot, must the safety-pilot be a Club member?
59. What aircraft can student pilots operate?

### **Regulations and Club Rules**

60. When are backseat passengers required to have their seatbelts fastened?
61. What aircraft documents are required to be onboard during operation?
62. What inspections are required for the aircraft, and at what intervals?

63. VFR cruising altitudes are required above what minimum altitude?
64. What are the VFR weather minimums for takeoff and landing at Bowman Field?
65. During control tower hours of operation, what type of airspace does Bowman Field lie within?
66. At what altitude above Bowman Field does Standiford Field's airspace begin?
67. When going on a cross country, what items need to be taken and used to protect the aircraft?
68. If the aircraft is tied down outside and a storm is coming, what action should be taken?
69. If there is a squawk or maintenance problem with the aircraft, what action should be taken?
70. After each flight, what areas of the aircraft should be cleaned?
71. Where are the tach/hobbs times for each flight logged?
72. Where are the 30-day VOR checks recorded?
73. How long can a flight reservation be, and what days can it cover?
74. When is monthly payment due in-full to the Club?
75. What costs are reimbursable by the Club?

Member's Certification:

I certify that I have completed this Aircraft Checkout Sheet and that I have read the POH/AFM thoroughly, including all supplements for systems, equipment and avionics.

\_\_\_\_\_  
Member's Signature

CFI's Certification:

I certify that I have reviewed this completed Aircraft Checkout sheet with the Member, and any deficiencies have been corrected.

\_\_\_\_\_  
CFI's Signature and Number