

Out of Hours Indemnity Form



Please complete the details below and return to the Airport Duty Manager by fax to 0161 789 7731.

Aircraft Registration / Callsign / Type		
Name/Address of registered owner/operator		
Telephone:		
Email:		
Movement Date/Times (Specify times UTC or Local)	Arr Date:	Dep Date:
	Arr Time:	Dep Time:
	Arr From:	Dep To:
Persons on Board	Arriving POB:	Departing POB:
Pilot and Passenger Details (Name(s) & Addresses):		
Services required	<input type="checkbox"/> Fuel <input type="checkbox"/> Rescue/Fire (Cat 1)	
Other Services required? (eg transport)		

Conditions of Use of City Airport Out of Hours:-

1. I understand that Rescue and Fire Fighting Services will not be available (unless otherwise agreed) and the Airport will not be operated within the provision of article 92 of the Air Navigation Order (Licensing of Aerodromes).
2. I confirm that I (or the nominated pilot operating the flight above) am/are familiar with any procedures relating to operation at City Airport as published in the UK AIP, and within the City Airport Pilots Handbook (available for download from www.cityairportltd.com/pilothandbook)
3. I confirm that I have read and understood the Out of Hours Rules on page 2 of this form.
4. I confirm that valid Third Party Liability Insurance is in force for the above mentioned aircraft to a minimum level to satisfy European legal requirements or to a minimum of £3,000,000 (£1,000,000 for microlights) whichever is greater, and that there is no restrictive clause in the policy against using an unlicensed aerodrome which would apply to an Out of Hours Movement.
5. I acknowledge that operations will be entirely at my own risk and that no claim will be made against City Airport Ltd or any group/company or any of their respective employees, servants and agents, in respect of any loss or damage to property, which may be suffered, whilst using the aerodrome outside licensed hours.

Name (Print):	*Pilot / Pilot Representative *(Delete as applicable)
Signature:	

No waiver or claim or indemnity is sought in respect of personal injury or death, but City Airport Ltd wishes to make it clear that the company will seek to defend itself against claims for personal injury or death, arising from use of the airport outside published operating hours where it is advised that a legal defence is appropriate.

For Office Use	
Details of Charges to be applied	
Payment Method / Details	
Movement Approved by	

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Rules for use of City Airport Out of Hours.

Use of the Airport outside published hours, is subject to compliance with the following conditions:

1. You must obtain prior permission from the Airport Duty Manager for each intended flight. You will then be advised of any restrictions in addition to those listed below. It is incumbent on the pilot to brief himself fully prior to the flight.
2. The aircraft must carry a serviceable radio. An Aerodrome Flight Information Service will be provided for the specified movements on 120.250MHz.
3. The Aerodrome ATZ will not be in force outside published hours, therefore information relating to other aircraft or helicopter movements in the local area may not be known or available.
4. Emergency Police and Air Ambulance helicopter movements operate outside published hours. The Flight Information Service Officer (FISO) will co-ordinate the flight with any movements of these helicopters which will be given priority at all times.
5. No circuits or prolonged hovering is permitted on the Aerodrome without specific prior arrangement and permission.
6. No runway or taxiway lighting is provided. The Police Helicopter Unit operates portable lighting in the vicinity of the Runway 09L threshold area however the provision of the lighting cannot be guaranteed.
7. Low over flight of built up areas around the airfield should be minimised.
8. Pilots must be aware that bird activity may congregate on the runways or manoeuvring area or be flying in the vicinity of the airfield. Other wildlife may also be present on the airfield.
9. Standard Landing Charges, plus Extension Fees and other services provided (ie Fuel) will be payable in connection with the flight(s) as published in the Airport Charges. Pre-quotation of charges is available by contacting the Airport Duty Manager on 0161 789 1362.
10. At least 2 hours notice prior to published airfield closing time must be given for requests to operate out of hours. Extension requests are not automatically granted and will be subject to sufficient staffing and other operational considerations as deemed necessary.
11. Cancellation fees will apply for a confirmed booking that is not otherwise cancelled within 2 hours prior to the published airfield closing time.

Methods of Payment

- a) Cheque – Payable to City Airport Ltd
- b) Account – Please contact City Airport Administration Dept. (Note this must be set up at least 30 days prior to any requested movements and is subject to approval)
- c) Credit/Debit Card – Payment may be made during published opening hours. For movements solely taking place out of hours, credit card details must be provided for processing using the form below.
Please note there is a 2.5% surcharge for Credit Cards and 50p charge for Debit Cards.

Credit Card Payments	
Type of Card	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa <input type="checkbox"/> Maestro <input type="checkbox"/> Other: (specify)
Name on Card	
Card Number	
Issue Number (If present)	
Start Date (MM/YY)	
End Date (MM/YY)	
Security Code	
Cardholders Name, Address and Postcode	
Telephone Number	
I authorise City Airport Ltd to charge my credit card account for the applicable charges incurred relating to the requested out of hours movement	
Authorising Signature	

Note for staff - This page must be destroyed once Payment has been processed.