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**RULES**

**of the**

**HAWKE’S BAY & EAST COAST AERO CLUB**

**(Incorporated)**

Edition: January 2008

Incorporates all Rule updates, up to and including changes approved at the 26 April 2007 SGM/AGM.

1. The name of the club shall be “THE HAWKE’S BAY AND EAST COAST AERO CLUB (INCORPORATED)”.
  
2. The objects of the Club shall be:
  - (a) To bring together as members of the Club persons interested in aviation
  - (b) To foster and encourage the art of flying amongst such members and to educate public opinion generally upon the advantage and necessity of aviation.
  - (c) To train members to fly and to enable them to qualify for a flying licence.
  - (d) To provide, procure and maintain aeroplanes for the use and instruction of members of the Club.
  - (e) To assist the Government, Local Bodies and the community and citizens generally whenever practicable.
  - (f) To acquire any freehold or leasehold land in the provincial district of Hawke’s Bay and to erect all necessary buildings and improvements thereon and to sell, lease or otherwise dispose of any portion thereof not required for the objects of the Club.
  - (g) To join or affiliate as a member of any Club, Association or Society whether incorporated under “The Incorporated Societies Act 1908” or not and having as one of its objects the advancement or government or aeronautics, and generally to enter into all such agreements and contracts and to do all such acts, deeds, matters and things as may be deemed necessary for the purpose of furthering the interests of the Club and of aviation.

- (h) To purchase hire or otherwise acquire and to sell and otherwise dispose of aircraft of all and every kind and all plant equipment spare parts, accessories and fuel used or required in connection therewith.
- (i) To establish and carry on for hire or reward any service by aircraft for the carriage of passengers or goods including charter flights and use of aircraft as air ambulances or for aerial spraying, aerial topdressing, air and sea rescue and generally commercial flying of every description.
- (j) To apply for and obtain from the appropriate authority any air service licence or other privilege or concession required or desirable in connection with the foregoing objects or any of them.

### **CONSTITUTION**

- 3. The club shall consist of all the present members of the Hawke's Bay and East Coast Aero Club and of those members who may be elected from time to time in accordance with Rule 10.

### **MEMBERSHIP AND SUBSCRIPTION**

- 4. The members of the Club shall be divided into "Flying Members", "Associate Members", "Life Members", "Honorary Members" and "Absentee Members" as hereinafter defined and membership shall be open to both sexes.
  - (a) "Flying Members" shall be those members who are pilots in the Royal New Zealand Air Force or who hold a Private Pilots Certificate or equivalent qualifications and those members of the Club who desire to take instruction in flying. Such members may hire the services of the Pilot Instructor and may hire or charter the Club's aircraft. The Committee shall have power to Levy an annual subscription upon each such member.
  - (b) "Associate Members" shall be those members who desire to support and encourage aviation and who are prepared to assist and further the interests of the Club whenever practicable. They shall be entitled to take passenger flights whenever the machines and pilots are available. The Executive Committee shall have power to Levy an annual subscription upon each such member.
  - (c) Any member may be elected a Life Member or an Honorary Life Member by a vote of four-fifths of the members present at any Annual General Meeting without payment of any subscription.
  - (d) "Absentee Members" – Any member absent from Hawke's Bay during the whole

of one financial year shall have the right upon application to have his name retained on the list of members for that year without payment of any subscription.

- (e) “Honorary Members” – Officers of Her Majesty’s Naval and Military Forces, Foreign officers and members of other recognized Aero Clubs shall be entitled on the invitation of the Executive Committee to be admitted as Honorary Members of the Club for such period as the Executive Committee thinks fit and shall be entitled during such membership to the use and privilege of the Club’s premises.

### **OFFICERS AND COMMITTEE**

- 5. (a) The Officers of the Club shall consist of a Patron, a President, a Vice-President, a Club Captain, a Vice Club Captain, a Secretary and a Treasurer.
- (aa) The Executive Committee shall consist of the President, Vice President, Club Captain, and up to eight other Club members of whom any four of the Executive Committee shall form a quorum.
- (b) Of the eight members elected to the Executive Committee, four shall retire annually by rotation.
- (bb) The Offices of Secretary and Treasurer shall be filled by the Executive Committee as provided in Rule 8 hereof, and the Annual General Meeting each year shall elect a President, Vice-President, Club Captain, Vice Club Captain and four members of the Executive.
- (c) The Executive Committee shall have the control and investment of the funds of the Club and shall have the management of the affairs of the Club and they shall have power to make, alter or rescind by-laws and local rules for the regulation and conduct of the affairs of the Club and generally for the carrying out of the Club’s activities which by-laws and local rules shall be binding on every member of the Club until set aside by a two-thirds majority of the votes of the members present and entitled to vote at any Annual, General or Special General Meeting. The Executive Committee shall inform all members of the by-laws made by it and of the local rules by having a notice posted in some prominent part of the Club’s pavilion or club rooms frequented by the members or where the members gather in connection with the Social activities of the Club.
- (d) The Executive Committee may from time to time appoint sub-committees and delegate to each sub-committee any of the powers of the Executive Committee and shall have power to fix the honorarium (if any) to be paid to the Secretary, Treasurer, Auditor and Pilot Instructor or Instructors and, in particular, shall appoint at the first Executive Meeting following the Annual General Meeting the following sub-committees
  - 1. Finance
  - 2. Social
  - 3. Aerodrome

#### 4. Promotions

In each case the said sub-committees shall have a quorum of three.

- (e) The Executive Committee shall make a report to the Annual General Meeting of the Club each year as to position and state of the Club and the affairs of the Club generally.
- (f) The Executive Committee shall have power in the corporate name of the Club to enter into any Agreement or Agreements Contract or Contracts with any person, firm, company or other corporate body at any time necessary in the interest of the Club and to execute any Transfer, Lease Assignment or other documents whatsoever for the purpose of the above written objects of the Club contained in Rule 2 hereof and also for the purpose of giving effect to the next succeeding Sub-clause (g) hereof such Agreement, Contracts and other documents shall bear the Common Seal of the Club and shall be executed in accordance with Rule 17 hereof.
- (g) The Executive Committee may from time to time at its discretion borrow for the purposes of the Club from any person, Company, Bank or Institution or other corporate body any sum or sums of money either without security or on the security of all or any of the Club's assets, undertaking and effects from time to time either under lien, mortgages or charges with Power of Sale and other usual powers or by Bank overdraft or by the issue of debentures or bonds of the Club and on such terms and conditions as to rate of interest or otherwise as the Executive Committee thinks fit.
- (h) Should any member of the Executive Committee fail to attend three (3) duly convened consecutive meetings of the Executive Committee without furnishing satisfactory reasons for his absence he shall cease to be a member of the Executive Committee but this proviso shall not apply to the President and Vice-President of the Club.
- (i) (i) "The Officers of the Club and the members of the Executive Committee shall be elected at the Annual General Meeting of the Club by a majority of the votes of those members who are present and entitled to vote under Rule 7 hereof.
- (i) (ii) "That in preparation for the election of the Officers of the Club and the members of the Executive Committee the Secretary shall not later than twenty-eight (28) days before the Annual General Meeting cause Notices to be inserted in any newspaper or newspapers circulating in the Hawke's Bay area intimating the date of the Annual General Meeting and the closing date for nominations for all offices of the Club and members of the Executive Committee and shall cause similar Notices to be posted on the notice board of the Club together with a list of the retiring officers of the Club and members of the Executive Committee.

- (i) (iii) “Nominations of candidates for election shall be delivered to the Secretary not less than fourteen (14) days before the Annual General Meeting with an intimation in writing signed by the member nominated that he is willing to serve and such nominations shall contain the name and signature of the nominator and seconder. All nominations shall be posted on a notice board of the Club fourteen (14) days before the Annual General Meeting.
- (i) (iv) “Any person seeking the nomination for officer of the Club or members of the Executive Committee must be a current financial member and in the the case of nominations for President must have had two years Executive Committee experience and have held or holds an aviation related licence and in the case of Club Captain have held or holds a Pilots Licence.
- (i) (v) In the event of insufficient nominations for any particular office or Committee being made in writing as aforesaid the Chairman of the Annual General Meeting shall call for further nominations from the members present at the Annual General Meeting.
- (j) All members except Absentee Members and Honorary Members shall be eligible for election as Officers or members of the Executive Committee.
- (k) Should any vacancy occur in the Officers or members of the Executive Committee during the year it shall be filled by the remaining members of the Executive Committee.
- (l) The Executive Committee shall hold meetings whenever called together by the Secretary or by the President or Vice-President and at least three (3) days notice of the Executive Committee Meetings shall be given to each member of the Executive Committee. The President or Vice-President or in their absence one of the members of the Executive Committee present shall take the chair at all Executive Committee meetings and the Chairman shall have both a deliberative and casting vote.
- (m) The Officers and members of the Executive Committee shall hold office from the date of their election to the next Annual General Meeting unless expelled from office by a majority of votes of those present at a Special General Meeting called for the purpose whereupon the members present at such Special General Meeting shall elect other Officers and Executive Committee.
- (n) Club members shall be entitled to attend any Executive Committee meeting of interest, with prior approval of the President. Such approval shall not unreasonably be withheld.
- (o) The Secretary shall publish a summary of the minutes of each Executive Committee meeting and make these available to Club members within two weeks of the meeting taking place.

### **GENERAL MEETINGS**

6. (a) The Club shall hold Annual General Meetings each year in the month of February or as soon thereafter as possible.
- (b) A Special General Meeting shall be held whenever the Executive Committee considers it necessary or on receipt by the Secretary of a requisition signed by not less than ten (10) members of the Club.
- (c) The requisition calling for a Special General Meeting shall state the business to be considered at such meeting.
- (d) The dates for holding all General Meetings shall be fixed by the Executive Committee and at least seven (7) days notice thereof shall be given to all members by the Secretary as provided in Rule 14 hereof.
- (e) At all Annual General and Special General Meetings fifteen (15) members shall form a quorum.

### **VOTES**

7. (a) All members (except Absentee Members, Honorary Members, members whose subscriptions are in arrears as provided in Rule 10 (f) hereof and new members whose first year's subscriptions are unpaid) shall be entitled to vote at any meeting of the Club provided that where a poll is called for or a ballot taken at any Annual General Meeting a flying member shall have two (2) votes, an Associate Member one (1) vote.
- (b) The Chairman for the time being at any General Meeting or Executive Committee Meeting shall have a casting as well as a deliberative vote.
- (c) Voting shall be by show of hands or by ballot on the demand of any member present. No member shall vote by proxy.

### **SECRETARY AND TREASURER**

8. (a) The Executive Committee shall each year appoint from the members elected – a Secretary and a Treasurer who shall hold office at the Executive Committee's pleasure; one person may hold both offices and the holder of either or both offices need not necessarily be a member of the Club.
- (b) The Treasurer shall keep all books and accounts of the Club. The Secretary shall conduct all correspondence and shall have custody of the Club's seal, title deeds and other documents belonging to the Club.
- (c) The Secretary shall keep a list of members of the Club and shall keep minutes of the Executive Committee and General Meetings and shall notify members of all Executive Committee and General Meetings in the manner prescribed in

Rule 14 hereof.

- (d) The Secretary may be paid such honorarium as the Executive Committee may from time to time decide.
- (e) All moneys due to the Club shall be paid to the Treasurer and his receipt shall be a sufficient discharge; the funds of the Club shall be kept in such Bank or Banks as the Executive Committee may from time to time decide and shall be operated on as may from time to time be decided by the Executive Committee.
- (f) The Treasurer shall submit at the Annual General Meeting a duly audited statement of the position of the Club and a record of the receipts and expenditure for the year with a statement showing the assets and liabilities of the Club and such statements shall be made up to the last day of September in each year.
- (g) The financial year of the Club shall end on the last day of January in each year.

### **AUDITOR**

- 9. (a) An Auditor shall be elected at the Annual General Meeting of the Club each year who shall audit all the books, accounts, statements and Balance Sheet prepared by the Treasurer. Such statements of account and Balance Sheet when audited shall be printed and a copy posted to each member of the Club not less than seven (7) days before the Annual Meeting.
- (b) The Auditor may be paid such honorarium as the Executive Committee may from time to time decide.

### **ELECTION OF MEMBERS**

- 10. (a) Every applicant for membership of the Club (except Honorary and Life Members) shall sign an application form and must be proposed by one member and seconded by another and the application shall also be signed by the member proposing and the member seconding such application and such applications shall be posted on the Club Notice Board fourteen (14) days prior to the Annual General Meeting or Executive Committee Meeting which shall consider the application. The election of members shall be by the vote of the majority of those members present at any General Meeting or Executive Committee Meeting.
- (b) Each new member shall be notified in writing of his election and requested to pay his subscription and entrance fee (if any).
- (c) The annual subscription shall become due and payable to the Treasurer on the 1<sup>st</sup> day of February each year.
- (d) If a newly elected member does not pay his entrance fee (if any) and subscription within one month after his election his election may be declared void in the

discretion of the Executive Committee.

- (e) Any member elected after the 1st day of March in each year shall pay a full entrance fee and a pro-rata subscription for the remaining months of that financial year.
- (f) No person whose subscription is unpaid after one month from the due date for payment thereof shall be entitled to vote at any meeting either for election of members or for any other purpose.
- (g) “Any member whose annual subscription is unpaid after the last day of February in any financial year shall at the option of the Executive Committee and of being notified by the Secretary to this effect cease to be a member of the club but he shall not be relieved from liability for payment of his subscription for the then current financial year. This Rule shall not apply to members of the Club being absent from New Zealand.
- (h) No member retiring from the Club or ceasing from any cause to be a member shall be entitled to or have any claim upon the property of the Club or any portion thereof.
- (i) An applicant who is eligible for honorary membership may be admitted as an Honorary Member in the following manner. His name, address and calling must be entered in a book provided for that purpose and kept in the Public Room of the Club. Such entry shall be signed by his proposers and his admission approved by two members of the Executive Committee expressed by their signatures. He shall be notified of his admission by the Secretary. The proposers of Honorary Members shall be responsible for the conduct of such members and for any debts incurred by them to the Club. The period for which an Honorary Member shall be elected shall be one month but the Executive Committee may at the request of the proposer from time to time extend the period for one month. Honorary Members shall be exempt from entrance and subscription fees. No person having been once elected an Honorary Member shall be eligible for re-election unless under special circumstances and approved of by the Executive Committee. Honorary members shall be amenable to the rules, regulations and by-laws of the Club. No Honorary Member shall be permitted to entertain or introduce any visitor into the Club Room except with the consent of the Executive Committee. Honorary Members shall not be eligible for Office. The Executive Committee shall have power to revoke the admission of an Honorary Member without assigning any cause.
- (j) Members shall be held to consent to and be bound by the Rules, by-laws and regulations of the Club and the decision of the Executive Committee on the interpretation of the Rules, by-laws and regulations or in regard to anything done or suffered thereunder, shall be final and conclusive, and members, shall not be entitled to appeal or apply to any court because of anything done or purported or omitted to be done under such rules, by-laws or regulations.

- (k) It shall be a condition of membership and of being permitted to take part in the activities and use the facilities of the Club that no member shall have or be entitled to maintain any claim or claims against the Club, its pilots, instructors, servants, agents, or members whether jointly or severally or against any other person in respect of any loss or damage including personal injury caused to such members or damage to his or their property or for any other cause whether arising at common law or under the provisions of any statute or statutory or other regulations or contractually or whether arising by way of negligence or through misconduct or in any other way whatsoever arising from his or their participation in the activities of the Club or occurring while he or she shall be present on the land owned or occupied by the Club or arising through the use of aircraft whether on the ground or in the air or whether he or she may be a pilot, pupil, or passenger.

#### **ENTRANCE FEE**

11. The Executive Committee shall be empowered to impose a new entrance fee at any time.

#### **RESIGNATION OF MEMBERS**

12. Any member wishing to resign from the Club may do so by giving written notice to the Secretary on or before the 31st day of January in any financial year and if no such notice be given he shall be liable for the subscription for the ensuing year, no such resignation as aforesaid shall relieve or discharge any member from payment of any subscription or other money then due and payable by him to the Club.

#### **EXPULSION OF MEMBERS**

13. If the conduct of a member is such as appears to the Executive Committee to endanger the character, welfare, and good order of the Club it shall on its own resolution be in the power of the Executive Committee or on the requisition of ten members be its duty to call a Special General Meeting of the Club to consider the expulsion of such member; at least seven (7) days notice shall be given to the member of the calling and of the date of such Special General Meeting and such notice shall state the nature of the charges made against such members or complaint as to his conduct and that such Special General Meeting is called to consider his expulsion and shall call upon him to attend such meeting for the purpose of answering such charges or explaining his conduct. Should the member decline or fail to answer such charges or to explain his conduct to the satisfaction of the members present at such meeting a vote shall be taken by ballot and in the event of its being voted at such meeting by two-thirds of the members present that the name of such member

be removed from the Registrar of Members of the Club such member shall cease forthwith to belong to the Club or to have any claim to the property of the Club.

### **NOTICES**

14. Notices required to be given by these rules shall be sufficient
- (a) If posted to the persons entitled to such notices at their last known place of address, or
  - (b) If advertised in one or more daily newspaper circulating in Hawke's Bay. All notices calling meetings shall state the business to be considered at such meetings.

### **ALTERATIONS TO RULES**

15. (a) No existing rules shall be altered or repealed nor shall any new rule be added without the consent of two-thirds of the members present at an Annual General Meeting or at a Special General Meeting called for such purpose and unless at least seven (7) days notice of such proposed alterations, repeal or addition shall have been given to each member by the Secretary.
- (b) No rule shall be amended, rescinded or repealed unless approved by two-thirds of those present and no rule shall be valid until accepted by the Registrar of Incorporated Societies.
- (c) That no rescission, alteration or amendment or addition to these Rules shall be in conflict with any of the objects or powers of the club or with its status as an amateur sport promoter.

### **REGISTERED OFFICE**

16. (a) The Registered Office of the Club shall be at Hastings, Hawke's Bay.
- (b) The Executive Committee shall have power from time to time by resolution carried in the usual way to change the location of the Registered Office and due notice of every such change of office shall be given by the Secretary to the Registrar of Incorporated Societies.

### **CUSTODY AND USE OF THE SEAL**

17. The Common Seal of the Club shall be in the custody of the Secretary and shall be affixed to such documents as the Executive Committee shall from time to time direct by two (2) members of the Executive Committee in the presence of the Secretary.

### **EMPLOYMENT OF SERVANTS**

18. (a) All servants and employees of the Club shall be appointed by the Executive Committee or by any Sub-committee which the Executive Committee may appoint for this purpose.
- (b) Members shall not give any money or gratuity to any servants of the Club.
- (c) Servants of the Club shall not directly or indirectly receive any gratuity, commission, or other award from any tradesman or other persons doing business with or employed by the Club under pain of immediate dismissal by the Executive Committee.
- (d) All complaints of any inattention or improper conduct of a servant shall be stated in a letter signed by the members complaining addressed to the Secretary and shall be by him laid before the Executive Committee with as little delay as possible.

### **MEMBERSHIP BADGES**

19. The Executive Committee may from time to time approve and procure a Club Badge and may fix the charge therefore and may issue these to members requesting the same on payment of the prescribed charge. When any person who has received a badge ceases to be a member of the Club, the Executive Committee may call upon such person to return the badge, and such person shall forthwith return it to the Secretary.

### **REGULATIONS FOR FLYING**

20. The Executive Committee may, by resolution, make, alter, or rescind bylaws from time to time, so long as they are not repugnant to these rules or the act. Such by-laws may be either local or restricted or general in their application, and all members shall be deemed to have notice of and shall obey such by-laws. Copies shall be kept at the registered office for the inspection of members.

### **MEMBERS CANNOT DERIVE ANY PECUNIARY GAIN**

21. (a) No member shall derive any pecuniary gain from the property or operations of the Club except as an Officer in receipt of an honorarium; "Pecuniary Gain", however, does not include the winning of trophies other than cash nor does it include prize money where such prize money is handed to paid to the Club.

- (b) No members shall derive any pecuniary gain from the disposition of funds and property of the club on dissolution in terms of Rule 23. This sub clause is irrevocable.

### **DISPOSITION OF FUNDS**

22. The income and property of the Club from whatever source derived shall be applied solely towards the promotion or objects of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise to members of the Club except by way of honorarium as hereinbefore provided for in these rules.

### **DISSOLUTION**

23. Two-thirds of the members present at a Special General Meeting convened for the purpose may resolve that the Club be wound up and may also direct the method of disposition of the funds and property of the Club. To such body in Hawke's Bay as has one or more similar objects of the club or if no such body exists to the Royal New Zealand Aero Club Incorporated or if that body no longer exists then as the Registrar of Incorporated Societies directs in terms of clause 27 of the Incorporated Societies Act 1908.

### **CASES NOT PROVIDED FOR**

24. Any case occurring not provided for by these rules shall be referred to the Executive Committee whose decision shall be final until such decision shall have been superceded by General or Special Meeting of the Club.

### **INTERPRETATIONS**

25. The headings and marginal notes are for convenience or reference only, and shall not be deemed in any way to govern or limit the construction of the context of these rules. In the construction of these rules, unless there is something inconsistent in the context
- Words signifying the singular number shall include the plural and vice versa;
  - Words signifying males only shall extend to and include females,
  - Words signifying persons shall include bodies corporate mutatis mutandis.

**HAWKE'S BAY & EAST COAST AERO CLUB (INC)**  
**BY-LAWS AND REGULATIONS**

Preamble –

1. The interpretation and administration of these By-Laws and of any hereafter issued shall rest entirely with the Executive Committee whose decision thereon shall be absolutely final.
2. The Executive Committee may amend, alter, add to, or revoke any of these By-Laws as may from time to time be considered advisable, and all members shall be deemed to be cognisant of all such alterations and additions.
3. Members shall make themselves acquainted with all By-Laws from time to time issued by the Executive Committee and shall be responsible for the observance thereof.
4. A member of paying his/her entrance fee (if any) and subscription, thereby agrees to be governed and ruled by the By-Laws and Regulations of the Club.

Administration -

5. The Chief Flying Instructor, his assistant, the President or any other person indicated by the Executive Committee, is responsible (subject to the orders of the Committee) for the maintenance of discipline on the aerodrome, and all members shall obey his instructions. Members introducing or bringing non-members to the aerodrome or other premises of the Club, shall be responsible for their complying with all By-Laws, Regulations and instructions.
6. On any breach of the By-Laws and Regulations being reported to and confirmed by the Executive Committee, the offending person shall be liable to immediate disqualification from using the Club's facilities for such time as the Committee thinks fit.
7. The Club's Flying Sub-Committee shall make enquiry into all accidents sustained by the Club's aircraft, at which enquiry the Pilot concerned in such accident shall be invited to give evidence, and the Flying Sub-Committee shall bring down a finding. When it is found that the Pilot concerned is at fault and is culpably responsible for the accident or has broken the Civil Aviation Regulations or the Club By-Laws, he shall be liable to pay to the Club the loss which is suffered, or such portion of such loss as the Executive Committee may decide.
8. Members shall not be liable for damage to aircraft except as set out in Paragraph 7 above.

Flying Regulations -

9. All flights made in Club aircraft by any person whatsoever must be authorized by the Club Instructor or his appointee.
10. The Executive Committee gives the Chief Instructor and his assistants the right, for cause, to refuse flying privileges at any time, to any member of the Club.

11. The minimum time for which machines may be hired is 10 minutes.
12. Members booking times ahead, if unable to keep their appointment, shall in consideration to other members wishing to hire the aircraft, notify the aerodrome staff in ample time.
13. Before any flight made, members must produce Flight Crew Licence and log-book if called upon to do so.
14. Pupil pilots flying solo must keep within any boundaries that may from time to time be set down by the Chief Instructor. Any contravention of this Regulation will in the event of a forced landing outside the prescribed area, render the offending member liable for any expenses incurred in damages, re-conditioning or replacement of the aircraft, and all transport and towage connected therewith. Such members at the discretion of the Executive Committee may be suspended from Club privileges.
15. Members must adhere to Civil Aviation Regulations 1953 and Amendments, and also to any Local Body restrictions from time to time in force
16. Pilots may not carry out aerobatic flight with or without passengers, without prior permission of the Instructor. Such permission will apply only to the particular flight being undertaken.
17. Except through stress of weather, when outside the traffic pattern of the aerodrome, pupil pilots shall maintain at all times an altitude of a least 2000 feet above ground level.
18. The Club's aircraft are not to be landed at any unlicensed airfield or airstrip by any member, unless the pilot has been specifically authorized for the particular flight by the Club's Chief Flying Instructor.
19. Members booking time ahead for any aircraft will have priority over those who have no booking. Commercial flights, however, shall take priority over other flights, always at the discretion of the Chief Flying Instructor.
20. The Chief Flying Instructor's decision concerning the suitability of the weather and condition of aircraft for flying and the settlement of competing claims of members for the hire of aircraft will at all times be final.
21. Subject to the provision of the Club By-Laws, members may hire aircraft for solo or passenger flights.
22. Charges for flights and hirage of aircraft will be according to the scale of charges set out from time to time by the Executive Committee, and may vary according to the type of machine used.
23. Any duly licenced pilot not being a member of this Club may at the discretion of the Instructor, be permitted to hire the Club's aircraft, provided that no member has a prior booking for the aircraft. Non-members shall be charged for hirage at rates set down by

the Executive Committee from time to time.

24. No member shall attempt or practice in Club aircraft any advanced flying exercise without prior permission of an Instructor for each particular flight. Advanced flying exercises shall include turns near the ground, low flying, cross wind take-offs and landings, short take-offs and landings, forced landings, formation flying, power failure on take-off or other similar manoeuvres.
25. Club aircraft shall not be flown over towns or populous areas before noon on Sundays.
26. RNZAC flight authorization and log cards signed by an Instructor or authorized person must be carried on cross-country flights and all instructions thereon must be complied with.
27. Any voluntary deviation involving a landing made at any place other than those specified in the flight authorization card, shall be immediately reported to the Chief Flying Instructor or his Deputy, in addition to any other action which must be taken pursuant to the Civil Aviation Regulations.
28. Petrol dockets must be obtained for all petrol and oil bought for the Clubs aircraft and be handed to the Chief Instructor or his Deputy on return to base.
29. During the absence of the aircraft from the Club aerodrome, the hirer shall not leave the aircraft unattended unless all proper precautions have been taken to safeguard it from damage or interference.
30. Any person hiring a Club aircraft is not permitted to sublet or hire the aircraft to any other pilot or to allow any other person to fly the aircraft without permission first obtained from the Chief Flying Instructor.
31. Any member or hirer of Club aircraft shall comply with any instructions issued by the Club or any of its Officials in respect of the aircraft.
32. It is the responsibility of any member or hirer of aircraft to ensure that he/she has the appropriate current flying licence.
33. The hirer of any aircraft shall be responsible for the proper care of that aircraft during the period of hiring. Any pilot flying a Club aircraft who notices any irregularity, defect, or other matter which may affect the safety of the aircraft shall immediately report the same to an Instructor or other Club Official.
34. The hirer shall keep an accurate log of the flying times, details of all landing and all such other information as may be required by the Club or the authority controlling Aviation in New Zealand.
35. The period of hiring shall commence from the starting of the engine prior to the commencement of the flight, and shall end when the aircraft is returned to the charge of a person authorized to receive same at the Club's aerodrome. The charge, however, will

be based on the method set down by the Executive Committee from time to time and promulgated in the vicinity of the Flight Office.