

Your Logo

April 26, 2009

(Example)

Policies and Daily Rates for the Challenger 300 Model

Daily rates for the CL30 & 604 are: (per pilot)

\$ 850.00/day Domestic USA

€900.00/day International (or USD depending on currency being used & economy)

Plus Actual expenses unless we agree on a per diem for meals in advance, then it would be actual expenses + per diem. Per diems for meals in Europe shall not be less than 120.00 **Euros/day** or the USD equivalent.

Airline travel domestic USA is coach. Because I frequently travel from customer to customer and use my frequent flyer status to get lower change fees, **I will make my own arrangements and bill the customer back for my airline travel.**

International Airline Travel is Business Class--especially for anything over 5 hrs.

Travel days and Standby days are paid "work" days because there are only 365 days in the year and the training bills come due regardless of how many days I actually fly vs travel or standby. For customers willing to invest in my training, we can negotiate on daily rates.

"Normal" Expenses include:

Airfare to and from job if required

Mileage if my vehicle is used for drives over one hour

Airport Parking if necessary

Rental cars, Taxi, or any transportation charges required to get to/from the airplane and/or hotels

Hotel accommodations

High Speed Internet if not included in hotel

Meals

Basic Aircraft Service and Transportation Tips

Any Cabin stock, newspapers, or items requested/required for passenger comfort

A charge of up to \$100.00 USD/day may be included when my **cellphone** is used for primary communication on international jobs, or I will submit the actual charges for reimbursement.

A **Cash advance** is required for any anticipated handling fees, fuel payments, or customs fees that are not pre-paid or arranged for direct billing through a handling agent unless a USEABLE company credit card is available for applicable charges.

International flight planning (not originating from the USA or US border Canada airports) , Visa or overflight permits, hotels and crew transportation shall be accomplished through a reputable agency that provides this service on a professional basis.

The Customer will be invoiced by Factory Pilots Plus, Inc. for the services and expenses of Susan Anderson. Any other Crewmember provided by me may also invoice thru Factory Pilots Plus, Inc. or they may choose to invoice directly through their own Business Aviation entity. If the Customer has a preference, it needs to be stated at the beginning of the job. All invoices must be paid in 21 days or less from the date of invoice, especially when the pilots are using their own funds and credit cards to accomplish the job. Every attempt will be made to invoice weekly.

I work on a "**First Right of Refusal**" system. You tell me the days you need me and I pencil them in. If your trip cancels and no one else calls for my services, there is no charge. If I get another request for the same days that you have pre-booked, I will make every effort to contact you and offer you the choice to keep me (& pay me), or release me to take the other job. That way I don't loose revenue, and you stay covered. If I can not reach you or your representative within 24 hrs I will take the other job.

Your Name & Company