

MUSIC CITY EXECUTIVE AIRPORT

Courtesy Car Policy & Guest Pilot Acknowledgment

(Complete and sign prior to use of the airport courtesy vehicle.)

Use of the vehicle will be on a "first come, first served basis" and absent any prior arrangement, limited to 90-minute periods, allowing for trips to Gallatin and vicinity for meals, purchases of personal items, etc. Guest Pilot/Vehicle Operator, by accepting use of the courtesy car, accepts and agrees to the following terms and conditions.

- 1.** Assume personal responsibility that the vehicle is in proper operating condition, clear of ice and snow in winter months and that visibility is unrestricted.
- 2.** Agrees to obey Federal, State, and local traffic laws, drive with diligence, and abide by the provisions of the courtesy car policy at all times.
- 3.** Vehicle shall be shut off, key removed, and vehicle locked when unattended.
- 4.** Off-road use is not permitted.
- 5.** Use of tobacco products, to include vapor-producing devices, is not permitted inside the courtesy car.
- 6.** Open alcoholic beverage containers are not permitted.
- 7.** Driver shall not use a cell phone or any type of earphone while driving.
- 8.** Driver assumes responsibility for all citations/fines arising from traffic or parking violations.
- 9.** Only the driver signing for the vehicle may operate the vehicle.
- 10.** The number of passengers may not exceed the number of safety belts. All occupants are to wear safety belts at any time the vehicle is in motion.
- 11.** Driver is responsible to ensure passengers are compliant with safety rules.
- 12.** Accident reporting is required.
 - a. Call 911 if there are injuries
 - b. If there are no injuries, call local law enforcement.
 - c. Obtain and document all information for the accident report form kept in the vehicle
 - d. Provide the other party with insurance information kept in the vehicle, as well as your name, address, and phone number.
- 13.** Drive with diligence, complying with state and local laws and regulations.
- 14.** Final decisions as to safety, operating conditions, and condition of the vehicle rests with the driver.
- 15.** Agrees that privilege to operate courtesy car shall be revoked upon failure to comply with terms and conditions of this courtesy car policy.

By signing below, Guest Pilot affirms possession of a valid driver's license and liability insurance, acknowledges receipt of these guidelines and agrees to comply with all terms and conditions.

Guest Pilot's Printed Name: _____ Signature: _____ Date: _____

Mailing Address: _____ Phone #: _____ DL # and State: _____

FBO Signature: _____ Date: _____

ATTACH PHOTOCOPY OF GUEST PILOT DRIVER'S LICENSE. Retention period: One year from date of issue.