

## Charter Terms and Conditions Agreement

**Pricing** – This quote is valid for 10 days from date of issuance. This quote is all-inclusive with the exception of: catering, ground transportation, deicing, hangar rental, flight phone usage, and unforeseen flight diversions due to ATC re-routing, weather, or other circumstances beyond the control of ProJet Aviation. All proposed Client itinerary changes are subject to ProJet review, approval, and pricing revisions. ProJet will, on request, present Client with an updated price quote reflecting the itinerary changes.

**Flight Acceptance & Payment** – All quotes are subject to credit and owner approval. Any change in itinerary will require a revised quote, and may incur additional costs. Actual segment fees and applicable taxes will be invoiced upon trip completion. All brokers, travel agents and third party representatives are responsible for collection and remittance of applicable taxes and fees to the proper regulatory authorities. The quoted price reflects a 3% cash discount. Unless alternative arrangements are made in advance, remittance of payment for the amount quoted must be received 72 hours prior to departure. ProJet Aviation is authorized to charge the credit card listed if quote indicates “pay for trip” or if marked “secure trip/incidentals” and account remains unpaid 10 days from invoice date. If payment is made by check, and the check is returned, a return check fee will be applied. If making payment by check, please make checks payable to: ProJet Aviation and mail to the following address: 509 Airport Road, Winchester, VA 22602.

**Damage & Excessive Wear** – Client is financially responsible for the repair of damage or cleaning required as a result of excessive wear caused to the aircraft during this flight.

**Pets** – Pets are not allowed on any ProJet aircraft. A request to have pets onboard must be made at the time of booking, and will be approved on a case-by-case basis. Pets arriving at the time of departure may not be allowed on board. Client is responsible for the full amount of the charter, if flight is refused by client, due to pets not being allowed on board.

**Smoking** – Smoking is not permitted on any ProJet aircraft.

**Identification and Travel Documents** - Each adult (18 years of age or older) passenger is responsible for having in his/her possession a valid, government-issued picture ID. When traveling outside the US, a current passport is required and a visa may be required (some countries require the passport expiration

date be 6 months or greater from the date of arrival). Note: Passengers without proper identification and other required travel documents will not be permitted to board the aircraft.

**Minor Children** - Additional documentation will be required for minors not accompanied by both parents. Contact your ProJet Aviation representative for details.

**Baggage** – Baggage is subject to search by ProJet company representatives. Passengers who wish to transport a firearm on board any ProJet aircraft must notify ProJet at the time of booking. Firearms are allowed onboard the aircraft so long as they are transported in accordance with FAA/TSA regulations. The passenger must bring an approved trigger lock for each handgun or other firearm and must provide the key to the Pilot-in Command. Passengers will not have access to the firearm until the completion of the flight. If the passenger wishes to carry the firearm while onboard the aircraft, prior permission must be obtained from ProJet.

**Security and TSA Requirements** – ProJet must have a complete passenger list for each flight no less than 24 hours prior to departure. Any change to the passenger list must be confirmed with a ProJet representative prior to the aircraft departing. A background check may be made on all non-US citizens.

**Trip Interruption** - If ProJet is unable to perform a scheduled flight for any reason, ProJet shall promptly notify the Client and will provide Client with information regarding the availability and cost of alternative charter services that may satisfy Client's travel requirements. Amounts paid to ProJet for a flight cancelled by ProJet shall promptly be refunded to Client without interest, and ProJet shall not be responsible for any lost revenue, lost deposits or charges, rental car or other ground transportation charges, or any special or consequential damages.

**Cancellation** - Client may cancel flight without penalty by providing email notification to [charter@projetaviation.com](mailto:charter@projetaviation.com) not less than 72 hours prior to scheduled departure time. If a flight is cancelled by Client less than 72 hours prior to scheduled departure time, ProJet will assess cancellation fees as follows: From 72-24 hours prior to scheduled departure time, an amount equal to one (1) flight hour at the quoted hourly rate. Within 24 hours or less of the scheduled departure time, an amount equal to 50% of the quoted trip cost. In the event Client is more than one (1) hour late for departure, ProJet may deem the flight canceled by Client.