

CIVIL SERVICE FLYING CLUB

MEMBERSHIP APPLICATION - EXPLANATORY NOTES

1 INTRODUCTION

The CSFC exists to provide good value flying for Civil Servants or anyone who is an employee in a government department or agency, Royal Mail, BT, and other public bodies such as museums, research councils and companies carrying out ex-civil service work and past employees of these organizations who are retired on pension. Plus, at the discretion of our Committee, those from other "Public Service" type jobs e.g. Local Government, NHS, etc will also be welcome. Although we are a flying club we operate as a Limited Company to limit the liability of individual members. We welcome all levels of experience from complete beginners to those who already hold a pilot's licence. We are based at Rochester airfield and operate in partnership with a flying training and aircraft hire club/company called Skytrek Flying School

2 AIRCRAFT

We in the CSFC own a 4 seat touring aircraft (it's a Cessna-172, registration G-BIIB). It is operated for us by our friends at Skytrek and flown by our members at preferential rates. An advantage of our partnership with Skytrek is that our members also have access to the Skytrek fleet which includes a C-152 and other C-172s. Flying the Skytrek fleet is at normal Skytrek rates and requires you to be a full Skytrek member.

3 LEARNING TO FLY

Training is normally carried out in the in Skytrek's C-152 aircraft with a Skytrek instructor. Skytrek are a Civil Aviation Authority (CAA) approved training provider and you will pay their normal, very competitive, rates.

4 RENTING AN AIRCRAFT

G-BIIB is flown by our members, who already have a PPL, at a preferential rate. If you wish to rent any of the other aircraft operated by Skytrek then you must obtain full Skytrek Membership.

5 INSURANCE

Our Cessna 172 is insured for its full market value, with (currently in 2009) legal liability to third parties of £3 million, increasing to £7.5 million in respect of crown indemnity. The insurance has a £500 "excess". Thus you will be required to pay the first £500 of the repair bill for any prang judged to have been even partly your responsibility. You can however "insure" yourself against that eventuality by paying the full Skytrek membership rather than the reduced group rate. Their full membership includes what some flying clubs refer to as a "prang club". The insurance documentation is kept at Skytrek and is available for inspection so that members can satisfy themselves that it covers their needs.

6 MEMBERSHIP CATEGORIES

6.1 CSFC is affiliated to the Civil Service Sports Council, often known as CSSC, or CSSC Sports & Leisure. This body supports - financially and otherwise - a wide range of recreational activities throughout the Civil Service and ex Civil Service organisations. As part of this affiliation we require our eligible members to join CSSC in their "Membership Plus" category, with the fees normally being deducted direct from salary and giving opportunities to take part in other CSSC sports and leisure activities.

6.2 At the discretion of our Committee, those from other "Public Service" type jobs e.g. Local Government, NHS, etc may join us. Their membership rates will be broadly equivalent to the total paid by those defined in para 6.1, but payable direct to CSFC.

[If you are unsure as to whether you are eligible to join CSSC please telephone their membership department on 01494 888418.]

7 MEMBERSHIP COSTS (2009)

Your total annual membership costs, will be:

THOSE ELIGIBLE TO JOIN CSSC	PUBLIC SERVANTS NOT ELIGIBLE TO JOIN CSSC
*£75.60 CSSC "Membership Plus" payable direct to CSSC, normally deducted mothly from salary	£86 payable to CSFC
£10 CSFC payable to CSFC	

* Please check current CSSC membership rates by calling them on 01494 888418

If you wish to fly SkyTrek's aircraft or insure yourself against the insurance excess their full membership fee is £85/year. If you only wish to fly the CSFC 172 and do not require insurance to cover the insurance excess then you only need to pay the group rate £70/year.

8 THE DREADED PAPER WORK!

8.1 Please complete the enclosed CSFC membership application form and return it together

- with a cheque for £10 for those able to join the CSSC,
- or £86 for those joining from Other Public Services (e.g. local government).

In either case the cheque should be made payable to CSFC.

8.2 If you are eligible, but not yet a member of CSSC, or are an ordinary member and therefore need to upgrade to “Membership Plus”, please complete the CSSC application form.

8.3 Please send form(s) and cheque to:
CSFC MEMBERSHIP
C/O KEN HILL
10 Fern Down,
Vigo Village,
Meopham,
KENT,
DA13 0SR

**CIVIL SERVICE FLYING CLUB
MEMBERSHIP APPLICATION**

1 I (print full name),
apply for membership of CSFC and I agree to abide by its rules.

2 I understand that membership of CSFC is dependent on my maintaining "Membership Plus" status within CSSC Sports & Leisure, OR upon my being accepted by the CSFC Committee as an "Other Public Servant" member.

- 3 Please delete the two ~~IN~~appropriate statements:
- (i) I enclose a completed CSSC application form to join or upgrade my membership to "Membership Plus" status and I have also completed the details in para 9.
 - (ii) I already hold CSSC Membership Plus status and have therefore completed only the details in para 9.
 - (iii) I am not eligible for CSSC membership, but consider my work to be within the broad definition of "Public Service" and have completed only the details in para 9.

4 I understand that if I choose not to join Skytrek, then in the event of an accident involving G-BIIB and judged to be my fault, or partly my fault, I may be held liable for the insurance excess, (currently in 2009 £500).

5 I understand and accept that the Skytrek Flying Order Book governs the flying and operation of the CSFC aircraft G-BIIB. I understand and accept that the Skytrek Flying Instructors or duty official has full authority from CSFC in all matters relating to the flying and operation of the CSFC aircraft G-BIIB. I agree to abide by all Skytrek rules, including those in their Flying Order Book and to comply with all instructions given by Skytrek staff.

7 I understand that CSFC is a Limited Company. I accept that becoming a member of this Company renders me liable to contributing a sum, not in any event in excess of ten pounds should CSFC Ltd be wound up with a deficiency of assets over liabilities.

8 With reference to the Data Protection Act, I have no objection to my name and address being held on the CSFC computerised membership databases. The CSFC undertakes not to share this information with anyone other than Skytrek.

9 **PERSONAL DETAILS**

CSSC membership no. (if relevant)

<u>HOME</u>	<u>WORK</u>
Home address:	Employer:
	Dept:
	Work address:
Home phone:	
Mobile phone (optional):	
	Work Phone:
Home e-mail:	
	Work e-mail (optional):

Other Family contact:

Name.....Relationship.....Telephone.....

Signature.....Date.....



Membership

Membership Plus

Please tick as applicable

Required by some CSSC activities (aviation or sailing)

Subscriptions are normally deducted from your salary. If you are unable to pay direct from salary you must pay **ANNUALLY** either by direct debit or by enclosing a cheque made payable to "CSSC Ltd".

I am applying for monthly / weekly membership deductions from my salary / pension

Monthly

Weekly

I enclose a cheque for the FULL ANNUAL payment / made payable to CSSC Ltd

I wish to pay for the FULL ANNUAL membership by direct debit

Please complete mandate form below

CSSC is a membership organisation run primarily by its members. If you would like to make a difference by getting involved, please tick this box.

I apply for membership of CSSC and agree to be bound by its rules. I authorise the deduction of the weekly / monthly proportion of the annual subscription from my salary, wages or pension until further notice to be paid to CSSC Ltd. This authority cancels any existing mandate for deduction in favour of CSSC Ltd.

Signature

Date

Data Protection: CSSC takes very seriously the issue of data security. Data supplied as part of your membership of CSSC will be recorded and maintained in full compliance with the Data Protection Act (1998). We will use your data to provide and personalise our service. We will not disclose this data to any third party organisations for their own use.

Return to:

CSSC Sports & Leisure
FREEPOST HY656
High Wycombe
HP13 5BR



NB.

PLEASE ENCLOSE YOUR EXISTING MEMBERSHIP CARD IF YOU HAVE ONE.

NEW MEMBERS

You should receive your membership card within three weeks. Deduction of first subscription from pay depends on pay centre schedules.

ONLY FILL THIS IN IF YOU WISH TO PAY ANNUALLY. (NOT APPLICABLE TO TEMP / CONTRACT STAFF)

 INSTRUCTIONS TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT 	
Please fill in the form and send to CSSC Sports & Leisure, 7/8 Buckingham Place, Bellfield Road, High Wycombe Bucks HP13 5HW.	
Name and full postal address of your Bank or Building Society To: The Manager Bank/Building Society Address Postcode	Originator's Identification Number 9 4 1 6 3 5 Reference Number (CSSC office use only) <input type="text"/> Instructions to your Bank or Building Society Please pay CSSC Sports & Leisure Direct Debits from the account detailed in this instruction subject to safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with CSSC Sports & Leisure and if so, details will be passed electronically to my Bank/Building Society.
Name(s) of Account Holder(s) <input type="text"/> Bank / Building Society Account Number <input type="text"/> Branch Sort Code <input type="text"/>	Signature(s) <input type="text"/> Date <input type="text"/> BANKS AND BUILDING SOCIETIES MAY NOT ACCEPT DIRECT DEBIT INSTRUCTIONS FOR SOME TYPES OF ACCOUNT.

Please note payment by Direct Debit may take up to 5 weeks to process.

THIS GUARANTEE SHOULD BE DETACHED AND RETAINED BY THE PAYER

THE DIRECT DEBIT GUARANTEE

This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.

If the amounts to be paid or the payment date change, CSSC Sports and Leisure will notify you 14 working days in advance of your account being debited or as otherwise agreed.

If an error is made by CSSC Sports and Leisure or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.

You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a letter to CSSC Sports and Leisure.