

Each day that you report for duty at Flight Express, you must complete a Pilot Duty Record, report duty information to Dispatch and submit the ORIGINAL completed sheet to our principal operations base after your duty period is over. Sheets received more than three days after the end of the duty period are considered late.

| <b>PILOT DUTY RECORD</b> |               |                 |
|--------------------------|---------------|-----------------|
| Full Pilot Name          | ID Code       | Duty Sequence # |
| Date                     | Time On Duty  | Office Use Only |
| Date                     | Time Off Duty |                 |

For EACH different aircraft that you fly during the course of your duty period you are required to complete an Aircraft Record. When you are done flying an aircraft, you must provide Dispatch with the beginning and ending tachometer or Hobbs meter readings.

| <b>AIRCRAFT RECORD</b> |                          |   |                      |                   |
|------------------------|--------------------------|---|----------------------|-------------------|
| 1                      | Aircraft Registration    | Starting Tach / Hobbs:  | Ending Tach / Hobbs: | A.S. (Disp. Only) |
|                        | ELT Batt. Due:           | Reweigh Due:  | (L) Prop Due:        | (R) Prop Due:     |
|                        | Phase Check Due:         | Xpndr / Encoder Due:  | (L) Gov. Due:        | (R) Gov. Due:     |
|                        | Annual Insp. Due:        | VOR Last Checked:   | (L) Engine Due:      | (R) Engine Due:   |
|                        | Pitot-Static / Alt. Due: | I certify that I have reviewed ALL required inspections and checks (including Airworthiness Directives) and found this aircraft to be legally airworthy.<br>X _____ |                      |                   |

|   |                          |   |                      |                   |
|---|--------------------------|---|----------------------|-------------------|
| 2 | Aircraft Registration    | Starting Tach / Hobbs:  | Ending Tach / Hobbs: | A.S. (Disp. Only) |
|   | ELT Batt. Due:           | Reweigh Due:  | (L) Prop Due:        | (R) Prop Due:     |
|   | Phase Check Due:         | Xpndr / Encoder Due:  | (L) Gov. Due:        | (R) Gov. Due:     |
|   | Annual Insp. Due:        | VOR Last Checked:   | (L) Engine Due:      | (R) Engine Due:   |
|   | Pitot-Static / Alt. Due: | I certify that I have reviewed ALL required inspections and checks (including Airworthiness Directives) and found this aircraft to be legally airworthy.<br>X _____ |                      |                   |

|   |                          |   |                      |                   |
|---|--------------------------|---|----------------------|-------------------|
| 3 | Aircraft Registration    | Starting Tach / Hobbs:  | Ending Tach / Hobbs: | A.S. (Disp. Only) |
|   | ELT Batt. Due:           | Reweigh Due:  | (L) Prop Due:        | (R) Prop Due:     |
|   | Phase Check Due:         | Xpndr / Encoder Due:  | (L) Gov. Due:        | (R) Gov. Due:     |
|   | Annual Insp. Due:        | VOR Last Checked:   | (L) Engine Due:      | (R) Engine Due:   |
|   | Pitot-Static / Alt. Due: | I certify that I have reviewed ALL required inspections and checks (including Airworthiness Directives) and found this aircraft to be legally airworthy.<br>X _____ |                      |                   |

|   |                          |   |                      |                   |
|---|--------------------------|---|----------------------|-------------------|
| 4 | Aircraft Registration    | Starting Tach / Hobbs:  | Ending Tach / Hobbs: | A.S. (Disp. Only) |
|   | ELT Batt. Due:           | Reweigh Due:  | (L) Prop Due:        | (R) Prop Due:     |
|   | Phase Check Due:         | Xpndr / Encoder Due:  | (L) Gov. Due:        | (R) Gov. Due:     |
|   | Annual Insp. Due:        | VOR Last Checked:   | (L) Engine Due:      | (R) Engine Due:   |
|   | Pitot-Static / Alt. Due: | I certify that I have reviewed ALL required inspections and checks (including Airworthiness Directives) and found this aircraft to be legally airworthy.<br>X _____ |                      |                   |

|   |                          |   |                      |                   |
|---|--------------------------|---|----------------------|-------------------|
| 5 | Aircraft Registration    | Starting Tach / Hobbs:  | Ending Tach / Hobbs: | A.S. (Disp. Only) |
|   | ELT Batt. Due:           | Reweigh Due:  | (L) Prop Due:        | (R) Prop Due:     |
|   | Phase Check Due:         | Xpndr / Encoder Due:  | (L) Gov. Due:        | (R) Gov. Due:     |
|   | Annual Insp. Due:        | VOR Last Checked:   | (L) Engine Due:      | (R) Engine Due:   |
|   | Pitot-Static / Alt. Due: | I certify that I have reviewed ALL required inspections and checks (including Airworthiness Directives) and found this aircraft to be legally airworthy.<br>X _____ |                      |                   |

