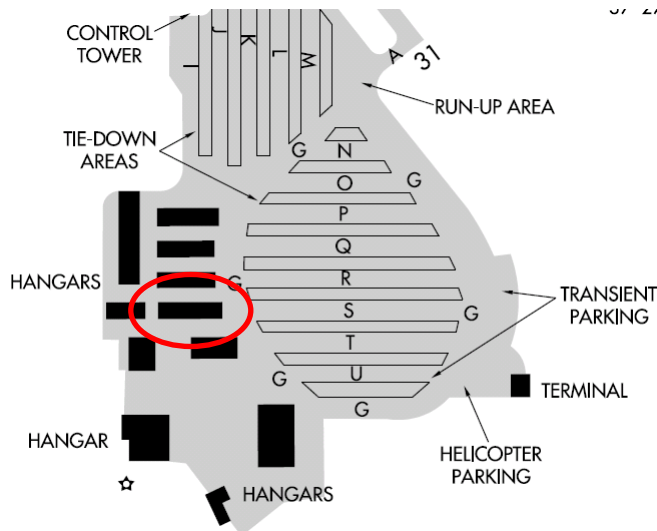


Aircraft Location

Hangar #18 (Key code: 3776)

For fuel, call: 650-856-7640 or UNICOM 122.95



PLEASE :

- 1 Clean up after yourself and replace cowl plugs, pitot tube covers, and sun shields.
- 2 Verify that the brake overtemp indicators are not black before AND after your flight, and if they are, then you must notify AirShares Elite at 800-482-5411.
- 3 Telephone AirShares Elite to report any serious or airworthiness related squawks.
- 4 Feel free to contact AirShares Elite well in advance of your trip to inquire about the navigation databases and equipment on board the aircraft you'll be flying.
- 5 Make sure the hangar door is securely locked before you leave.

Dispatch Procedures

Out

The aircraft is located near the southwest corner of the airport in #18 of the Roy Aero Hangars. The key binder will be inside the aircraft with Flight Detail Sheets and a MultiService fuel card for your use.

Use the powered tug to carefully pull the airplane out of the hangar, making sure that it is completely clear before attempting to close the hangar doors.

If you need more than fuel to tabs, you may call your fuel order in to Palo Alto Fuel Service and they will drive a truck to the hangar (they have the key code). They are available from dawn till dusk on Unicom (122.95) or 650-856-7640.

In

When clear of the runway, call ground and tell them that your parking destination is the "Roy Aero Hangars." If landing on rwy 31 (which is the usual prevailing runway), pilots are instructed to taxi on "the parallel", giving way to any aircraft exiting the runway (assuming you have used the full length), and then to enter the ramp with a right turn on taxiway Kilo. This is marked on the ground with a green painted line between two rows of tie-downs, and leads past the tower to the Roy Aero Hangars. The hangar is located in the block with the Exxon sign on the top.

Taxi the aircraft to the front of the hangar and keep an eye out for other airplanes that may be entering or exiting the hangar rows.

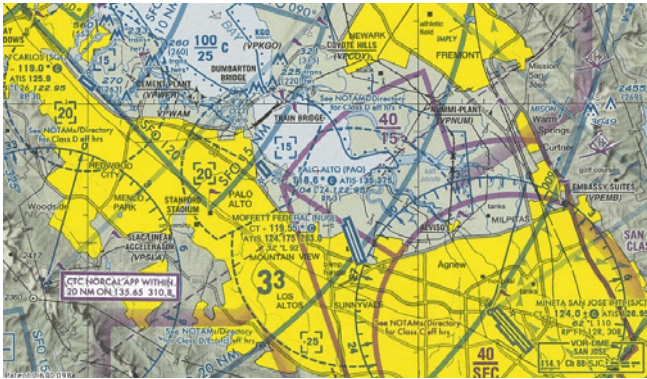
After carefully returning the airplane to the hangar, leave the aircraft binder with keys in the airplane and be sure to remove your personal belongings and any accumulated trash.

There are rest rooms located in the Advantage Aviation club rooms, and also in the terminal building.

Grounding squawks must be reported immediately by calling AirShares Elite at 800-482-5411.

Airspace, Airspace...

The Palo Alto airport is located in one of the most complex and concentrated airspaces in the world. Not only are there two neighboring Class D airports; San Carlos (SQL) just up the road and Moffett Field (NUQ) adjacent, but also the San Jose (SJC) Class C and SFO Class B tiers overhead. We *strongly* recommended that you purchase and review a San Francisco Terminal Area Chart (TAC) before flying here. Airspace boundaries are strictly enforced.



Noise Abatement

There are noise sensitive areas located southeast through west of the airport. Pilots are asked to maintain 1,500 feet until crossing the Bayshore Freeway (Rt. 101). Aircraft departing on runway 31 should turn 10° right after takeoff until reaching the Dumbarton Bridge.



Hazards

Wake Turbulence

While the aircraft operating out of Palo Alto are primarily single-engine piston aircraft, San Francisco International (SFO) a short distance to the north, San Jose International (SJC) to the south, and Oakland International (OAK) to the west are all frequented by large air transport category aircraft. The approach paths to the westward pointing parallel runways at SFO are essentially overhead, creating a significant wake turbulence hazard for small aircraft.

Weather

The foggy weather that the SF Bay Area is known for does become a factor in local flight planning. An ubiquitous marine layer encroaches on much of the region in the afternoons during the summer months and rainy, overcast skies are the norm in winter. While thunderstorms are not nearly as frequent here as one might see on the east coast, they do occur.

Birds and Wildlife

There are often birds present in the adjacent wetlands and on the arrival and departure path for each runway.

Limited Off-airport Landing Sites

Off airport landing sites are few, so be sure to choose the best available site before takeoff or during the climb. CAPS deployment may be the only option, altitude permitting.

Terrain and Obstacles

There are mountains surrounding the San Francisco Bay Area that can become hazardous for the VFR pilot trying to squeeze between the airspace boundaries and low cloud layers. These mountains pose a hazard to the unwitting pilot, especially at night. There are radio transmission towers east of the field more than 100 feet tall.

AirShares Elite Contact

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