

Pre & Post Flight Procedures – N737BT



Oil

- Preferred operating levels:
 - o < 1hr - 4.25-5 qts at start
 - o > 1-3 hrs - 4.75-5.5 qts at start
 - o > 3 hrs - 5.5-6 qts at start
- Check prior to flight, as hot oil makes accurate readings challenging
- Always make sure 1-2 extra qts in plane baggage area
- Spare oil is kept in hangar
- Please note on the equipment log if you find the oil checks below 4.5 qts and email Heather with details
- If you add oil please note it on the flight time log to the tenths

Fuel

- Fill to ¼" below tabs after each usage of aircraft once back to homebase
- At KINT, if you do not have time to do self-serve fuel, Signature (336-776-6060) will top off the plane if you call and give them your credit card info
- Please note on the flight time log if you find the plane has not been refueled and or any other item not correctly left by previous pilot and email Heather with details (hadams@eyecandyaviation.com)
- Leave fuel on right or left when plane is parked

Tires

- Nosewheel – 29 lbs
- Main tires – 31 lbs

Cleaning

- Clean bugs off windscreen with Prist and a windscreen rag after every flight
- Clean bugs off leading edges (wings, nose, spinner, spars, struts, horizontal & vertical stabilizers after every flight
- Wipe any obvious oil streaks off the top, bottom, and sides of the cowl, belly and undercarriage after every flight
- Please note on the equipment log if you find the plane had not been cleaned by the previous pilot and email Heather at hadams@eyecandyaviation.com
- Keep paint cleaning and windscreen cleaning rags and supplies in separate bins
- Keep oil and windscreen cleaning supplies separate and in their proper containers at all times
- Please note on Hold Short if any supplies are low (oil, Prist, cleaning solution, rags, airsick bags)
- Don't leave the plane "as you found it" if it is not left as it should be, email Heather at hadams@eyecandyaviation.com if you find something left improperly

Organization Post Flight

- All switches confirmed off per the checklist
- Front and back seatbelts fastened and neat
- Supplies in baggage area neat and organized, damp towels left out on boxes to dry
- Make sure pitot cover is installed.
- Install window shades when left outside anywhere
- Use key lock box to open hangar, but only lock the hangar with supplied lock, not the key lock box as FBO/Fire Dept needs access. Always replace key in lock box immediately so no mistake there.
- Be careful to not hit wings or tail when pulling plane in our out of hangar and spinner when closing hangar door
- Do not leave anything that draws constant power plugged in the hangar

Documents

- Make sure to complete the flight time log, equipment list and squawk log, if any
- Fuel and Oil should be notated to the tenth (ex. 10.1)
- Reserve, check out and check in on Hold Short app/website each time engine is started and stopped
- Email or text pics of Hobbs and Tach (before and after), Log and fuel receipts
 - o hadams@eyecandyaviation.com or (910) 524-1401