



(780) 539-6968

AB: 11021-123 Street,  
Grande Prairie, AB, T8V-7Z3

BC: 9945 Cariboo Way,  
Fort St John, BC V1J-4J2



Door Code:

Wifi Network:

Wifi Password:

## Emergencies

- **In the case of an emergency, call 911.**
  - Address: 11021-123 Street, Grande Prairie, T8V-7Z3
  - Notify Adventure staff as soon as possible.
- **Muster Area:**
  - Muster area is ground side by the north entrance to the parking lot.

## Policies:

### **Flight Training Payment:**

Payment is required after each lesson via credit card, cash, certified check, or e-transfer. Personal checks are not accepted. Lump sum payments can be made at any time and will be held on your account.

International Students require a \$15,000 deposit prior to commencement of training for Private Pilot License and Commercial Pilot License. A \$10,000 deposit is required for Multi IFR ratings. This is to prevent payment delays from international financial institutions.

Overdue Accounts: If a student's account becomes overdue for any reason, all training may be put on hold without notice until the balance is paid off.

### **Housing Fee:**

Dorm fees are \$640 per month. A \$500 damage deposit may be required. Payment is due in full prior to arrival, and before the first day of the month for subsequent months.

Dorm fees will be prorated by the week, when checking in or out.

### **Keys:**

Keys to your room will be provided when checking in. If you lose or misplace them, please notify Adventure staff as soon as possible. A \$60 key replacement fee may be charged for lost or misplaced keys.

# Adventure

## AVIATION

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### Housekeeping:

You are responsible for the cleanliness of your room. The cleaners will clean the bathrooms, hallways, and the floors in the common area once per week. The cleaners are not responsible for doing dishes or cleaning off counters. If you make a mess, you are responsible for cleaning up after yourself. Students are expected to share the cleaning duties in the common areas.

Your room will be furnished with bedding and towels. It is your responsibility to wash them while you are here. Daily dishes and cleaning the kitchen area is YOUR responsibility. Clean up the kitchen area each time after you use it. Please run the dishwasher once per day.

Please do not leave personal belongings in the bathrooms. (This is an Occupational Health and Safety requirement). Any personal items left in the bathrooms will be collected and disposed of by the cleaners.

### Cupboard Space:

Each dorm room is assigned one private cupboard in the main hallway. There is additional common cupboard space available in the kitchen area.

### Checking Out:

When checking out, please empty your garbage and tidy your room before you leave. Remove all bedding from the bed. Place all dirty linen in the dirty lined bin and fold blankets on the bed.

If there are stains on the floor or damage to the walls, ceiling, or furniture that require attention, your damage deposit may be withheld to cover the cost of repairs.

### Smoking Areas:

Smoking or vaping is prohibited in all Adventure Aviation buildings, aircraft, and vehicles as well as on airside property. The designated smoking area is on the south side of the building by the dumpster. Please put all cigarette butts in the dispenser, not on the ground or in the dumpster.

### Visitors:

Overnight visitors are not permitted under any circumstances. Visitors must be approved by management, prior to their arrival. Visitors in the common areas must be respectful of other students that may be studying.

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## Quiet Time:

Quiet time is from 10pm to 7am. No visitors are permitted during these hours.

## Violence and Harassment:

Adventure Aviation is committed to providing a learning environment that is free from violence, discrimination, harassment, and bullying. These acts will not be tolerated. If there is a report of harassment, the student or visitor may be asked to leave the facility permanently and without notice.

## Minimum Age:

The minimum age for students staying in housing provided by Adventure Aviation is 18 years old.

## Flight Cancellation Policy

A cancellation fee may apply to any flights cancelled within 24 hours of the booking. The cancellation fee will be 1 hour of the type of booking or 50% of the booking, whichever is greater.

## Acknowledgement:

By signing below, I acknowledge that I have read and understand the rules set out in this policy.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
On behalf of Adventure Aviation Inc.

\_\_\_\_\_  
Date