



AIRPORT COURTESY CAR AGREEMENT

Culpeper County Regional Airport (“Airport”) provides an airport courtesy car for use by pilots, crew or passenger (collectively “Pilot”). In exchange for use of the courtesy car (“car”), Pilot agrees to the following Terms and Conditions:

1. No Unauthorized Person May Drive The Car.

No individual may operate the car unless he/she has signed an Airport Courtesy Car Agreement (“Agreement”). A valid driver’s license and insurance information shall be presented to operate the car and will be copied and kept on file by the airport staff. No driver under 21 is permitted to operate the car.

2. When and where to return the car.

The car may be reserved as available and shall be returned to the airport. It may not be used overnight unless prior approval from Airport Manager or designee and it shall remain within a 50-mile radius of the airport.

3. Responsibility for Injury, Damage, or Loss.

The Pilot is responsible for any injury to any person or damage to or loss of any property arising out of the Pilot's use of the car, regardless of who was driving the car at the time of the incident and regardless of fault. Pilot shall immediately notify the Airport and Pilot's insurance carrier in the event the car is involved in an accident or incident.

Smoking and vaping are not allowed in the Courtesy Car, and the Pilot must abide by Virginia motor vehicle laws while using the car. Pilot will not operate the car under the influence of alcohol, illegal drugs, mind-altering substances, or prescription medications that interfere with the operator’s ability to use the car safely.

Pilot certifies that he/she has inspected the car and notified County of any damage existing to the vehicle prior to his/her use. Should the Pilot notice any defects while operating the car, the Pilot shall immediately notify the Airport of the nature of the defect so it can be corrected. If the defect presents a safety hazard, the Pilot shall not drive the car until the Airport has been notified and has made arrangements for return or repair the vehicle. In the event of a breakdown or accident, the Pilot will contact the Airport as soon as he/she can do so safely, and are reasonably able to do so, and follow all instructions from the Airport staff.

No warranties have been made as to the condition of the car, and the use of the car is understood to be on an “as is” basis at the Pilot’s own risk. The County is not responsible for loss or damage to any property in or on the car.

4. Gasoline:

The County is providing the car free of charge, so as a courtesy to the next Pilot who may use the car, refueling is required before returning the vehicle.

5. Insurance

By using this vehicle, the pilot assumes financial responsibility for damage, property loss or personal injury arising from such things as, but not limited to, collision, theft, vandalism, and including towing, or storage charges. The pilot and passengers must hold the County of Culpeper, and all of its departments and employees harmless and indemnify it against any loss, liability, and/or expense that occurs arising out the Pilot’s use of the Car. Pilot hereby waives any rights of subrogation against Culpeper County, the Airport, employees, agents and volunteers for any loss, injury and damage arising out of the Pilot’s use of the car.

Pilot certifies that they have valid automobile insurance, with proof covering any and all use of the car, and that such insurance at least meets the minimum requirements set by Virginia’s mandatory insurance law, including Virginia’s Uninsured/Underinsured Motorist coverages.

The County’s recommended insurance coverage limits are as follows: \$100,000 per person, \$300,000 for all bodily injury, \$100,000 for damage to property of others, and at least \$20,000 per accident for uninsured motorist bodily injury and property damage.

6. Miscellaneous:

This agreement shall be governed by the laws of the Commonwealth of Virginia, and any dispute hereunder shall be exclusively decided in the Courts of Culpeper County, Virginia.

7. Vehicle to be Utilized under this Agreement and Retention of Records:

The vehicle being furnished for use under this Agreement is a County-leased vehicle. The County reserves the right to substitute or provide a different vehicle, at its sole discretion. Per the County’s normal retention policies, the records pertaining to this Agreement will be maintained at least three (3) years.

[Signatures on following page]

COURTESY CAR FORM

I, the Pilot, have read, understood, acknowledged, and agreed to all parts of the Courtesy Car Terms and Conditions. I have provided a copy of my valid driver's license and proof of insurance.

Car Utilized: 2023 Volkswagen Jetta

Beginning Mileage: _____ Ending Mileage: _____

Pilot's Printed Name: _____

Pilot's Signature: _____ Date: _____

Pilot's Contact: Phone (____) _____ Email: _____

Pilot's Automobile Insurance Carrier: _____

Pilot's Insurance Policy Number: _____

I, the Airport Designee, have verified all information provided by the Pilot.

Airport Designee Printed Name: _____

Designee's Signature: _____ Date: _____