

DRIVING RECORD HISTORY CHECK POLICY FOR MEMBERSHIP IN THE WINGS OF CAROLINA FLYING CLUB

Section I. Driving Record History

Applicants requesting membership in the Wings of Carolina shall provide a driving record history for the seven year period preceding the date of application to the Club. If the applicant is not old enough to have driven for seven years, the applicant shall provide the history for the period the applicant has held a driver's license. If the record history is not available in English, it shall be the applicant's responsibility to provide a translated copy in English. If the history is not available for a full seven year period, the application shall provide a statement explaining the reason(s) for the missing period of the record as part of the application process.

Section II. Driving Record History Review Criteria

The Club Vice President (or designee as determined by the Board) shall conduct the initial review of the applicant's driving history. The Member application may be approved by the Club Vice President (or designee), with no Board review necessary, if all of the following conditions are met:

- a. There are no Driving-While-Impaired or similar convictions within the preceding seven years.
- b. There is no more than one speeding or moving conviction within the preceding 24 months.
- c. There are no more than two speeding or moving convictions within the past seven years.

The Member application shall be reviewed by the Board if any of the following conditions exist:

- a. There is one or more Driving-While-Impaired or similar convictions in the preceding 24 months.
- b. There are two or more speeding or other moving convictions in the preceding 24 months prior to application.
- c. There are three or more speeding or other moving convictions within the preceding seven years.
- d. The applicant's driving history is not available for the full seven years preceding the application date. (Exception: Applicants who are young enough not to have been driving for the full seven year period do not require Board review.)

Section III. Board Review of Member Application

A Member application being referred to the Board shall be reviewed in Executive Session. The Club Vice President (or designee) may invite the applicant to attend the session to provide additional detail and discuss the circumstances surrounding the driving history with the Board. The Board may check references provided by the applicant. The Board may reject applicants based on the information available at the time of application or at any time during a probationary period. The Board may accept the applicant as a Member, as a Member with a grant of probationary membership lasting up to 12 months with additional Board review at any time during this probationary period, or may impose such other conditions on membership as it may deem advisable.

The Board will reject an applicant if any of the following is found on the applicant's driving history unless it finds that exceptional circumstances exist:

- a. There are two or more Driving-While-Impaired or similar convictions within the past seven years.
- b. There are three or more speeding or other moving convictions within the past 24 months.
- c. There are four or more speeding, other moving, or license convictions within the past seven years.

The minutes of the Executive Session shall record the Board Review, including, but not limited to: the conclusion of the Board (acceptance/ rejection), special terms for membership (such as probationary status or other conditions), and detailed rationale/explanation if the decision of the Board does not follow the normal policy as stated here.

Section IV. Restrictions on Club Activity

Until such time as the driving history record has completed review by the Club Vice President (or designee) or the Board and been accepted, the following are prohibited:

- a. Flying a Club airplane without an accompanying Club Instructor
- b. Obtaining after-hours access to the Club Building by being added to the hand-scanner

Approved by Wings of Carolina Flying Club
Board of Directors
March 14, 2017