

Wings of Carolina Flying Club Door Key Fob Policy

Access to the club building will be controlled by a key fob system.

- A member may use an existing compatible key fob they already have from another facility (the airport, work or gym, etc.).
- If a member does not already have a compatible fob, they are entitled to one free key fob once they pass the driving records check.
- Additional and replacement door key fobs cost \$10 and can be purchased in MyFBO. Search for “door key fob”.
- Members may have up to two key fobs enabled in our system.
- Once a key fob is activated, the airport will be notified to enable gate access for it. There may be a delay before this takes effect.

If a member leaves the club they can keep their fob. Its access to the club will be disabled and the airport will be notified.

- The airport may or may not disable that fob in their system - check with the FBO if access to the airport is still required.
- If the member later rejoins the club their fob can be re-enabled.

Member's key fob(s) are their responsibility.

- Do not share or lend key fob(s) to anyone else, including other members.
- The club and the airport will hold the member personally responsible for any misuse of their fob.
- Report a lost or stolen fob to the club immediately by reporting it to the board.

The club periodically shares active key fob information with the airport to ensure both systems are matched up.

- This information is limited to the member's name and key fob number.
- The club may, at its discretion, share key fob usage information with the airport or other entities.

Access to the pilot supplies closet will be controlled by the key fob system.

- Access will be limited to the Supplies Key Volunteer, Club Flight Instructors, Board Members, and others as assigned by the Board.