

AIRPORT GUEST LANDING REQUIREMENTS

ALL guest landings must be approved by the POA office

Requirements for approval

- Insurance Documentation (Certificate) of Houseguest
 - Elk River POA listed as additional insured
 - Waiver of Subrogation
- Houseguest Memorandum of Understanding or Sponsored Guest
- Memorandum of Understanding (whichever is appropriate for the situation)
- Member Representation of Use (must be signed by member)
- **All documentation must be received 24 hours in advance of proposed landing**