



# Management Services

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Question: What services does Tavaero Jet Charter provide their aircraft owners?

Answer: We...

1. Establish and enforce all safety related procedures for all flight crews, maintenance and ground personnel. Standards are set to exceed FAA requirements.
2. Ensure your aircraft is cleaned and ready for service at all times.
3. Acquire provisions and keep the aircraft stocked and ready for service at all times.
4. Provide accounting services to include monthly, consolidated management reports.
5. Provide detailed itineraries to all passengers and crew including arranging passenger catering, ground transportation and hotel accommodations for passengers and crew.
6. Provide complete maintenance management services, including budget preparation, cost control, maintenance tracking and coordination of scheduled and unscheduled maintenance. Acquire whatever parts, services and equipment are required for the safe and efficient operation of the aircraft.
7. Develop and implement a preventative maintenance program for the aircraft as well as an aircraft specific Minimum Equipment List.
8. Provide 24 hour a day, 7 days a week dispatch services, including flight tracking.
9. Provide marketing services and advertising for the aircraft.
10. Track all flight crewmember schedules and provide rested crews for all flights.
11. Provide flight management staff to supervise flight crews, including flight safety training and company procedures training.
12. Ensure all necessary equipment is aboard the aircraft, including charts, manuals, life vests, life rafts, etc.
13. Provide acquisition services when the aircraft is purchased, including budgets, contract negotiations and maintenance oversight.
14. Operate and maintain an FAA Air Carrier Certificate with a Director of Maintenance, Director of Operations, Chief Pilot and Safety Officer. Keep records of crew training, duty times, drug testing, medical examinations, and background information (including criminal background checks). Maintain company Operations, Training and Procedures Manuals and ensure flight Crews are trained and knowledgeable about their contents.