



POLICY MANUAL

This manual covers the following points –

- 1. Privacy Policy**
- 2. Terms and Conditions**
- 3. Code of Conduct**

1. Privacy Policy

Bourne Aviation does not collect any personal information about anyone unless the person elects to provide that information to Bourne Aviation. Bourne Aviation personnel protect their own privacy and as such respect and protect the privacy of its members as well at all times.

The only information collected is the data that is submitted by the user. This information is stored with Bourne Aviation for the sole purpose of providing its virtual services. Due to the nature of our service, some of the information will be displayed on the front page of the website and on the pilot roster page. Please note that the displaying of this information is part of the agreement that all prospective applicants agree to prior to filling out the Application form for membership with Bourne Aviation.

The information collected above is not given out to anyone outside of Bourne Aviation in any form. However, please be aware that we may be required to provide the above information to law enforcement agencies if requested.

2. Terms and Conditions

1. Candidate must be a minimum of 13 years of age
2. Candidate must hold only one account with Bourne Aviation at a time
3. Candidate must own a registered copy of Microsoft Flight Simulator
4. Candidate should read the tutorials in the "Flying School" section before flying with us
5. Candidate must file a valid PIREP within 7 days of the date of acceptance of the application
6. Candidate should not submit any false PIREP
7. Candidate should provide us with appropriate name and pilot number when trying to contact us
8. Candidate must possess (and maintain) a valid e-mail address and agree to check e-mails on a regular basis and respond in a timely manner, where required.



3. Code of Conduct

Users shall not post or transmit material through this website or associated forums that:

- Violates or infringes the rights of another
- Threatens, abuses, defames, or otherwise attacks another
- Contains profanity, vulgarity, or other obscenities;
- Contains pornography or pornographic language; OR
- Spams or otherwise has the effect of a mass advertisement or mailing.

1) Any abuse of these, including but not limited to the primary bullets above, will be subject to immediate termination of the user's current.

2) As has been explained before, we reserve the right to restrict or prevent a user from using this website and/or associated forums, either through the locking and removing of accounts access and threads or the outright banning of forum accounts and IP addresses.

3) Abuses of bandwidth will be dealt with on a case by case basis.

