



Air Show Support Manual

Pacific Aero Ventures/Los Altos Investments and Aviation Company Ltd

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Pacific Aero Ventures (PAV), a division of Los Altos Investments and Aviation Co Ltd, requires adherence to the items listed in this the 2020 edition of our Support Manual as a supplemental document to the 2020 Air Show Performance Agreement Contract between PAV and _____ representing _____.

Requirements of Show:

- Hotel Rooms:** The hotel should be a national chain or equivalent and single occupancy non-smoking unless otherwise stated. To provide maximum show coordination, PAV personnel prefer to be booked with military teams and other civilian performers when possible. If no rooms are provided by the show an additional fee will be added to the contract.
- Crew Support:** Performer credentials, food & beverage tickets, or other provisions for obtaining food, at show site should be provided for each crew member. These, along with invitations to social commitments should be included in the performer/participant packet(s). Each member of the PAV contractor crew should be provided a packet. Crew member names will be provided to the EVENT prior to the show date.
- Crew Vehicle(s):** 1 medium sized sedan or van shall be available to PAV upon arrival at the show site or the equivalent fee for renting may be applied to the contract price. Vehicle arrangements will be confirmed at the time of contracting. Vehicles will be returned to the show site upon departure or as soon as they are no longer required. 1 utility golf cart or “mule” or “gator” shall be provided for use by PAV Crew. This must be made available from noon on Friday through the final day of the show.
- PAV Support Truck:** Parking for PAV support vehicle shall be provided in or near Aircraft Display Area for crew rest, autograph signing, and merchandise sales.
- Contract Terms:** A 25% deposit and signed contract are required at least 90 days prior to the show date. If the show is cancelled prior to the originally scheduled date, the deposit will be forfeited. If your show is cancelled less than 7 days from PAV’s scheduled arrival the total contracted fee is due. If the show is cancelled on the show date(s) due to weather or other adverse conditions the total contracted fee is due prior to PAV’s departure from the show site. The standard booking fee is based on a Saturday/Sunday show period with a press or practice period on Friday and with the show meeting the lodging and other support items outlined in this manual. If the show is not providing these items adjustments to the base fee will be applied.
- Compensation:** All Compensation due to PAV for any services outlined within this contract or support manual is to be made payable to “**Los Altos Investments and Aviation Co LTD**”

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Fee Determination:

PAV's Base Fee for the 2020 season is calculated as \$8,900 for any shows within California, Oregon, Nevada, Idaho, Utah, or Arizona (OR) within 500NM straight line distance of Sacramento International Airport (KSMF). Additional Travel Fee will be added to shows beyond 500NM (1000NM subtracted from Round Trip) from KSMF at \$7 per Nautical Mile based on the most direct distance possible, avoiding Restricted Areas, International Borders, water overflight, Etc. If shows in same region are back to back weekends, rebasing the price is possible.

Point of Contact List

Show Name And Date:

Name: _____ Date _____
City: _____ State: _____
WebSite: _____

Show Liason:

Name: _____ Rank _____
Primary Phone: _____
Secondary Phone: _____
E-Mail _____

Lodging Liason

Name: _____ Rank _____
Primary Phone: _____
Secondary Phone: _____
E-Mail _____
Hotel name or Building Number: _____

Transportation:

Name: _____ Rank _____
Primary Phone: _____
Secondary Phone: _____
E-Mail _____
Pick up Location: _____ Time: _____

Air Boss:

Name: _____ Rank _____
Primary Phone: _____
Secondary Phone: _____
E-Mail _____

Announcer:

Name: _____ Rank _____
Primary Phone: _____
Secondary Phone: _____
E-Mail _____