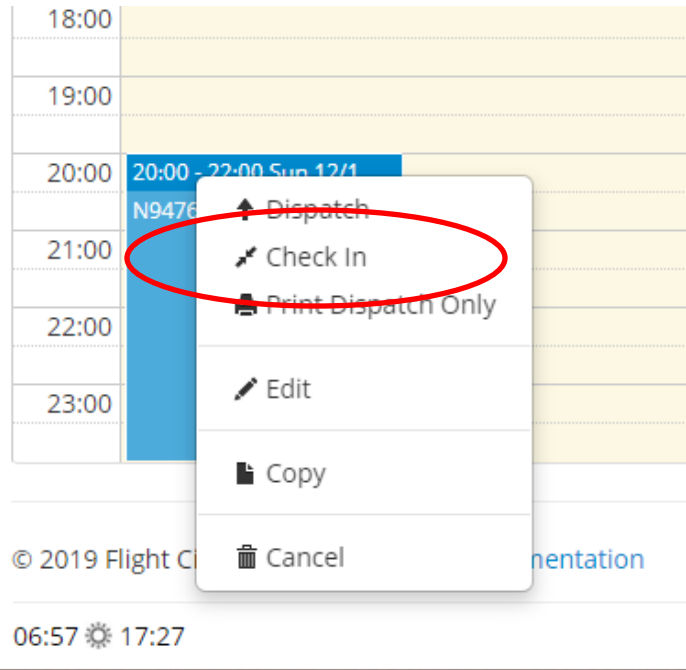


To end a Flight Circle reservation and release the plane when returning early:

1. Right-click on your reservation and select Check In ...



2. Add "1" to the Hobbs and Tach check-in times ...

A screenshot of the 'Check In Process' dialog box. The dialog has tabs for 'Flight', 'Notes', 'History', and 'Squawks' (with a red badge showing '4'). Below the tabs, it displays 'User: Test ZZPilot' and 'Aircraft: Cessna 152'. A warning message states: 'Warning This reservation is for a future date. Are you sure you want to check this one in?'. Below the warning, there are input fields for 'Return date' (Sat Nov 30 2019, 22:30), 'Hobbs out / in' (1, 2, 1.00), and 'Tach out / in' (1, 2, 1.00). The 'Hobbs out / in' and 'Tach out / in' fields are circled in red. At the bottom, there is a 'Cancel Check In' button and a 'Next' button (circled in red).

3. Click Next ...

4. Click Next ...

The screenshot shows a 'Check In Process' dialog box with a close button (x) in the top right corner. Below the title bar are tabs for 'Flight', 'Notes', 'History', and 'Squawks' (with a red badge containing the number 4). The main content area displays 'User: Test ZZPilot' and 'Aircraft: Cessna 152'. Below this, the date '11/30/2019' and aircraft ID 'N94768' are shown. An 'Annual Inspection' field is present with a red asterisk and the text '* required'. At the bottom, there is a 'Cancel Check In' button on the left and 'Back' and 'Next' buttons on the right, which are circled in red.

5. Click Next ...

The screenshot shows the 'Check In Process' dialog box with the same tabs as the previous image. The main content area now displays 'User: Test ZZPilot' and 'Aircraft: Cessna 152'. Below this, there is a blue bar with the text 'No adjustments applied.' followed by an 'Adjustment' dropdown menu with 'Add adjustment' selected. Below the dropdown is an 'Amount' field with '0.00' and an 'Add' button. Another blue bar with the text 'No resources used.' is followed by an 'Item' dropdown menu with 'Add an item' selected. Below the dropdown is an 'x' field with '0' and an 'Add' button. At the bottom, there is a 'Cancel Check In' button on the left and 'Back' and 'Next' buttons on the right, which are circled in red.

Check In Process

Flight **Notes** History Squawks **4**

User: Test ZZPilot
Aircraft: Cessna 152

Current Balance: **\$0.00**

Hobbs: +1.00, **Tach:** +1.00

Aircraft Rental	Hours	Total
#N94768 Cessna 152	1.00	\$0.00
Grand total		\$0.00

Payment method: Cash

Description of Payment:

6. Click Finish...

7. Then click an option at the top of the window to return to the schedule or log out.

Flight Circle **Manage** **Schedule** **Reports** **23** Messages **Test ZZPilot**

Manage / Users / Test ZZPilot / Receipt # FB7DF436

Indian River Flying Club
P.O. Box 100053
Palm Bay, FL 32910-0053
Bill to: Test ZZPilot
(321) 725-0065

Nov 30, 2019 22:30
Receipt #: FB7DF436
Printed Nov 30, 2019 22:37

Check-In #: 627404
Nov 30, 2019 22:30 by Test ZZPilot

Description	Qty	Rate	Charge
Aircraft: N94768 Time: 1.00 > 2.00	1	\$0.00	\$0.00
Total Sale:			\$0.00
Previous balance:			\$0.00
Current balance:			\$0.00

Customer acknowledges receipt of product and agrees to perform the obligations set forth in the card issuer agreement. By signing below, customer agrees that the services described above are accurate, and were provided in a complete and satisfactory manner.

Signature:
X