

# Leave of Absence

Pilots are allowed up to a maximum of ninety (90) days of approved LOA per Calendar year.

Pilots may request an extended LOA. Exceptions may be made for special circumstances on a case by case basis.

Pilots will have seven (7) days after a LOA to submit an approved flight report using smartCARS 3.

After that time you will again be subject to the minimum activity requirement.

Pilots found abusing LOA will simply be removed from the roster.

Pilots may submit a LOA request from the Pilot menu if they meet the following requirements.

Member of Canada Air Virtual for a minimum of ninety (90) days.

Pilot must have a minimum of five (5) approved flight reports.