

# Memorandum of Understanding

This Memorandum of Understanding documents the plans for **BusinessGoals, LLC** to provide a hot air balloon tether(s) for \_\_\_\_\_ (SPONSOR) at \_\_\_\_\_, on \_\_\_\_\_ from *<start time to be added>* to *<end time to be added>*. A total of \_\_\_\_\_ balloon(s) will be tethered for this event.

1. **Safety is our primary concern.** All decisions as to the safe operation of the hot air balloon, and decisions related to the safety of the people directly involved with the operations of the tethered hot air balloon, are the responsibility of the pilot in command and as such are final. **The pilot reserves the right to cancel or shorten any flight due to weather, flight conditions, or for any safety issue in the pilot's professional judgment.**
2. The **conditions required** for a successful tether are:
  - a. **Tether Site Requirements:**
    - i. **Tether site** should be a grassy or paved area, relatively level in slope. The surface should be clear of debris
    - ii. For layout, inflation, operation and deflation of the balloon(s) we will need an **unobstructed space that is 100 feet by 100 feet for each balloon.**
    - iii. Tether site must be **clear of all overhead and nearby obstacles**, such as light poles, trees buildings, etc.
    - iv. **Power lines must be 250 feet** from all balloon operations
    - v. Tether site must have **suitable anchor points** for tether ropes.
      1. **Fixed anchor points** such as “jersey barriers”, trees with trunks in excess of 16 inches, light poles, etc. may be acceptable depending on an on-site inspection.
      2. **Moveable anchor points** such as full sized trucks or SUV's may also be acceptable. **The SPONSOR will be responsible for providing two of the three of this type of anchor points per balloon.** Each vehicle must have a trailer hitch to be used as a “tie off” for the anchor.
  - b. **Weather and winds are a critical factor.** We monitor the weather and winds very closely, as they are the primary factors in the success and safety of an event. Weather considerations may require cancellation, rescheduling, or alternate balloon activities for your event. **Surface winds at the time of inflation must be less than 5 to 7 mph. Winds beyond 9 mph, or gusts in excess of 11 mph will result in the termination of the tether.**
  - c. Generally speaking, **the best conditions for flying or tethering hot air balloons** are early mornings or late evenings. For tether operations that are more than two hours after sunrise and the period two hours prior to sunset, the success rate drops rapidly for each half-hour beyond or before the two hour mark. We are prepared to provide our best efforts to meet the SPONSOR's proposed time frame. The pilot is the final authority on whether the tether can be completed safely with the weather and wind conditions at the time.
  - d. **Good crowd control is mandatory** for safety and organization. While we are able to assist the SPONSOR with crowd control ideas and techniques, it will be responsibility of the SPONSOR to ensure the safety of all personnel not directly involved with the handling of the balloon.
  - e. Our equipment and procedures are designed to make the tether as safe and enjoyable as possible, but there are risks associated with balloon flight. Ballooning, like most outdoor activities, involves a certain amount of risk; hence, **all passengers will be required to sign our standard release.**
  - f. **Arrival, Set-up and Takedown:**

- i. Plan on the **pilot(s) and balloon(s) arriving at least 45 minutes to 1 hour prior** to the start of the planned tether time
  - ii. **Set up will take about 30 to 45 minutes** once on site
  - iii. **SPONSOR must have the three ground crew members** per balloon and additional vehicles at the time of set-up and take down.
  - iv. **Take-down usually takes about 30-45 minutes** from the deflation of the balloon.
3. We can safely **ascend the balloon such that the basket will be about 40 to 60 feet** in the air. Heights in excess of this are not planned and will not be attempted.
4. In addition to air movement, **weight and ambient air temperature** are also important. The pilot will have the final authority on what is a safe amount of weight to lift for the actual conditions at the time of the tether. **Ambient air temperature** should be less than **75** degrees Fahrenheit during the entire time of the tether. Should the ambient air temperature exceed that value tether operations will be suspended.
5. **The purpose of the tether**, as well as the choice of passengers to participate in the tether, is to be determined by the SPONSOR.
6. The **SPONSOR is responsible for acquiring any necessary permits or permissions** to use the property where the tether will occur. This includes any requirements imposed by local, state or federal governmental agencies.
7. **The costs for this event** are:
  - a. A **non-refundable deposit** of \$300.00 per balloon is required to reserve the aircraft, pilot, crew and chase vehicles. The deposit will be counted toward the flying time, if the envelope(s) are inflated for flight. If weather conditions do not allow for inflation the deposit will not be refunded.
  - b. There is a **two hour minimum for flying/tethering at \$850 per balloon** per hour. Additional time will be billed in 15 minute increments. If the wind and weather conditions do not allow for a safe flight, there is no charge for flight time as **long as the balloon(s) is not inflated**. Once the balloon is inflated, the time will be billable.
  - c. **Travel costs from our base** in Murray UT to your location are estimated to be \$???.00. These costs are in addition to the flying/tethering costs above.
8. **For written received cancelations 10 days before the event, the entire deposit will be refunded.** Other cancelations are non-refundable.

If you are in agreement with these general points, please so indicate by completing the signature block below.

**SPONSOR**

Signature:	
Name:	Date:

**BUSINESSGOALS LLC**

Signature:	
<b>BusinessGoals, LLC - Kent J Barnes Managing Partner</b> Name:	Date: