



To: All Customers

Date: 9-13-2017

Subject: 2018 AeroDyn Wind Tunnel Operating Policy

We would like to thank you for your support and cooperation in 2017. All changes from the 2017 policy are highlighted in red. Please distribute this information as needed to other members of your organization.

Schedule

The testing schedule for 2018 is as follows:

- First Shift: 6:00am – 3:00pm
 - Second Shift: 3:40pm – 12:40am
 - 4 hour test sessions are available with a surcharge. The available times are as follows:
 - 2A Shift: 3:40pm – 7:40pm
 - 2B Shift: 8:40pm – 12:40am
- After January 1st, any remaining First Shifts may be split into the following times:
- 1A Shift: 6:00am– 10:00am
 - 1B Shift: 11:00am– 3:00pm
- Except for a necessary occasion, Saturdays and Sundays are not a regularly scheduled testing day.

Pricing and Cancellations

- The standard test rate for 2018 will be **\$1,990** per hour for all shifts.
- An additional **\$995** surcharge is applied to any 4 hour test session.
- A reserved test session will be invoiced in its entirety, and payment may be requested in advance, at our discretion.
- A reserved test session may be rescheduled if necessary.
- If a test session is cancelled more than 5 work days prior to the scheduled test date, 20% of the cost of the test session will be invoiced regardless if the test session is re-sold.
- If a test session is cancelled between 1 & 5 work days prior to the scheduled test date, an additional 50% (70% total) of the cost of the test session will be invoiced.
- If a test session is either cancelled within 24 hours of the scheduled test time, or the team or equipment is a “no-show”, full cost of the test session will be invoiced.
- A \$1,000 surcharge will be invoiced (per additional model) for testing of more than 4 models in a 9 hour shift or more than 2 models in a 4 hour shift.

Test Model Logistics

- Test Model pickup and delivery is available during the following business hours (except company holidays):
 - Monday – Friday 5:45am – 8:00pm (variance from these hours must be prearranged)
- Test models must be delivered at least 3 business hours before the scheduled start time (5:00pm for the first vehicle on the following First Shift). If test models are not delivered within this timeframe, we cannot guarantee testing to begin on time. If a test model is late, and testing begins late, billing will still begin at the start of the scheduled test session.

Control Room Availability

- The customer will be permitted access to the control room 15 minutes prior to the start of their test session and must leave the control room 15 minutes after the scheduled test session has ended.

Emergency Suspension of Operations

- In the unlikely event that tunnel operations must be temporarily suspended in order to make an emergency repair, or circumvent an impending equipment failure, full credit will be given, and every attempt will be made to accommodate the completion or reschedule of the test session.
- AeroDyn reserves the right to cancel test sessions in order to implement capital improvements. In such cases, every attempt will be made to provide the customer with significant notice.

If you have any questions regarding the information contained herein, please feel free to call Chris Osetek at 704-799-1856, Ext 705.