



City of Chowchilla
CHOWCHILLA MUNICIPAL AIRPORT
Hangar Waiting List Application Process and Policies

Vacant hangars at the Chowchilla Municipal Airport will be offered to persons listed on the Hangar Waiting List. The following conditions must be met to be placed on the list:

1. Applicant must complete and file a Hangar Waiting List Application with the Airport Liaison. Applicants are solely responsible for maintaining a current address and telephone number on the application.
2. Applicant must stipulate the size of hangar desired. Hangar size preference can be changed at any time by filing a written request with the Airport Liaison.
3. Waiting list position for new applicants shall be determined by the date on the Hangar Waiting List Application when received by the Airport Liaison or City staff.
4. Hangar offers will be made chronologically (oldest date/time to the most recent). The offer and a copy of these policies shall be sent via certified letter to the Airport Liaison. For the offer to be accepted, the applicant must:
 - a. Send affirmation within five (5) business days of the date that the certified letter was delivered.
 - b. Have an airworthy aircraft registered to the applicant at the time of the Hangar Rental Agreement. Considerations: (1) Written request if you intend to acquire or lease an aircraft for the hangar within sixty (60) days from the date Airport Liaison receives the applicant's rental agreement and hangar rental payments. (2) Written request and timeline to furnish proof aircraft will be airworthy within one (1) year. **FAILURE TO HAVE A REGISTERED AIRCRAFT WITHIN SIXTY DAYS OR HAVE AN AIRWORTHY AIRCRAFT REGISTERED TO THE APPLICANT IN THE HANGAR WITHIN ONE (1) YEAR OF ACQUIRING A HANGAR WILL RESULT IN:**
 - Termination of rental agreement and removal from the hangar
 - Forfeiture of the first and last month rental fees or payments
5. Tenant must provide a current copy of Certificate of Liability Insurance for aircraft in hangar at the time of agreement. Tenant must subsequently provide updated proof of insurance certificates each year prior to approval of a hangar lease agreement unless Airport Liaison received and approved written request for aircraft in the process of repairs for airworthiness, or aircraft acquisition.

6. Persons removed from the Hangar Waiting List may restore their names at the bottom of the list by submitting a new application.
7. Every effort shall be made by Airport Liaison to contact the applicant at the top position of the list via certified mail and telephone as hangars become available.
8. Failure of applicant to respond within five (5) business days will be considered a refusal.
9. Each hangar applicant is permitted one refusal per size of hangar on application. A certified letter will be sent advising the applicant of the refusal. After the second refusal, the applicant will be completely removed from the Hangar Waiting List.
10. There will be a limit of four (4) hangars to be occupied by one individual. Each hangar unit will have its own Hangar Rental Agreement.
11. Those on the Hangar Waiting List will be contacted annually via certified mail for confirmation of their interest to remain on the list. If there is no affirmative reply within thirty (30) days of the date the certified letter was delivered, persons will be removed from the Hangar Waiting List.
12. The City of Chowchilla maintains the right to enter into a short-term temporary two-week or monthly basis rental agreement on vacant hangars until an eligible person on the Hangar Waiting List becomes available.
13. Chowchilla Airport contact and general information:

Mail the application to:

Chowchilla Municipal Airport
Attn: Wendy Smith
130 S. Second Street
Chowchilla, CA 93610

Office Telephone: (559) 665-8615, ext. 305
E-mail: PublicServices@ci.Chowchilla.CA.US
Office Fax: (559) 665-8629



City of Chowchilla
CHOWCHILLA MUNICIPAL AIRPORT
HANGAR WAITING LIST APPLICATION

IMPORTANT NOTICE: The name on the aircraft registration for the aircraft to be stored at the Chowchilla Municipal Airport must match the name on this application at the time a Hangar Rental Agreement is entered into.

Name

Aircraft Owner(s) or Corporate Name

Mailing Address

Daytime Phone

City, State, Zip

Alternate Phone

Email Address

Aircraft Registration No.

Aircraft Type (Single, ME, Jet, Heli, Ultra, etc.)

Aircraft Year, Make and Model

HANGAR PREFERENCE (Select one):

Permanent T-Hangar (no electricity)

\$ _____ per year*
Call for pricing

Portable T-Hangar (no electricity)

\$ _____ per year*
Call for pricing

No Preference

*Annual rental charges are subject to change.

I have received and read a copy of the Chowchilla Municipal Airport Hangar Waiting List Process and Policy form. By submitting this application, I agree to comply with the policies for aircraft hangar rentals at the Chowchilla Municipal Airport and agree to the annual rental rate that is subject to future rate adjustments.

Applicant's Signature

Applicant's Printed Name

Date

CHOWCHILLA MUNICIPAL AIRPORT OFFICE USE ONLY

Date Application Received: _____

Received By: _____