

CITY OF SALINAS
Airport Office
30 Mortensen Avenue
Salinas, CA 93905
(831)758-7214

AIRPORT RESERVED SPACE – HANGAR WAIT LIST APPLICATION

Date: _____

Last Name _____ First Name _____ MI _____

Address _____ City _____ State _____ Zip Code _____

Home Telephone No. _____ Work No. _____ Cellular No. _____

Email address _____ Drivers Lic# _____

Aircraft Make & Model _____ Year _____ FAA Aircraft Registration # _____

Is Aircraft Airworthy? Yes _____ No _____ Are you currently in a City hangar? Yes _____ No _____

Aircraft Wingspan: _____ Length: _____ Tail Height: _____

Space Desired:

_____ GROUP 1: Hangars A, B, and C (old hangars).
(Approx. width of door opening, 39'0" ; depth, 31'9"; door height, 8'6")

_____ GROUP 2: Hangars K, L, M, O, Q, S & T (mostly Southside T-hangars).
(Approx. width of door opening, 40'4" ; depth, 31'8" ; door height, 12'2")

_____ GROUP 3: Hangars N (row of large hangars next to golf course).
(Approx. width of door opening, 42'0" ; depth, 45'9" ; door height, 14'3")

_____ GROUP 4: Hangars D, E & P (old hangars anticipated to be relocated and/or demolished in the future)
(Approx. width of door opening, 39'0" ; depth, 31'9" ; door height, 8.6")

_____ EXECUTIVE: Hangars R-1 to R-10 (large hangars on south side of Airport).
(Approx. width of door opening, 42'0" ; depth, 35'0" ; door height, 17'0")

_____ T-SHELTER/ Shelters G1 to G15 and miscellaneous end-rooms and 1 or 2 storage bldgs.
ENDROOMS/
STORAGE:

Some groups have more than one size of dimensions. In these cases, the smallest approximate dimension is listed (e.g., smallest door opening). If any dimension is less than that of your aircraft, choose the next largest type of space.

Applications for reservations on space waiting lists are accepted by the Airport Office during normal business hours, Monday through Friday. Applications can be made in person or through the mail. Telephone or facsimile (fax) applications are not accepted. Applicants must select the group or groups of hangars (space) for which a reservation(s) is requested. If two or more new applications are received on any given business day for the same hangar groups, their

numerical standing on any of the group waiting lists will be established by a random lottery conducted by the Airport Manager at the end of the business day.

RESERVATION FEE:

The reservation fee is a one-time \$50.00 Administrative Fee per each grouping of hangars for which occupancy is sought. This is a non-refundable fee.

CONTINUATION ON A WAITING LIST AFTER ACCEPTANCE OF A HANGAR:

Applicants can reserve a maximum of one position in each group, unless applicant demonstrates multiple aircraft ownership. Acceptance of a hangar in one group does not eliminate positions reserved in other hangar groupings.

NOTIFICATION OF HANGAR AVAILABILITY:

The Airport office will contact the first applicant in a hangar group once a hangar becomes available; the applicant will be contacted by telephone only. The Airport Office will attempt three telephone calls over five (5) business days to contact an applicant or designee. If no contact is made, then the applicant will be removed from the list.

Once contacted, the applicant will have three business days following the date of contact to execute a permit with the City. Failure to submit the executed permit within this timeframe will forfeit the opportunity to rent the available unit, and the applicant will be placed in the last position on the waiting list for that specific hangar group. It is the applicant's responsibility to keep the Airport Office informed of any change in address/telephone number.

An applicant may be reinstated to the bottom of the same group of the Hangar Wait List without incurring additional cost provided:

- The applicant has not request to be removed from the hangar wait list.
- The applicant has not refused five (5) available units due to lack of aircraft.
- The re-instatement occurs within one (1) year.
- The applicant provides extenuating circumstances.

LARGE HANGARS:

Executive hangars and N Row hangars are specifically designed to store twin engine aircraft, cabin class, or large single engine aircraft. Reservations for these groupings will be limited to these large aircraft.

SIZE REQUIREMENT:

Applicants can only apply for hangar groups in which their aircraft will fit fully assembled. It is the responsibility of the applicant to ensure that his/her aircraft will so fit. No trades or swaps of position on reservation lists will be allowed.

REFUSAL TO ACCEPT AVAILABLE HANGAR:

In the event an applicant refuses a hangar when it becomes available, that applicant's position in that hangar group will be moved to the last available position, unless their aircraft will not fit in the hangar offered. An applicant that has been dropped to the last position on one waiting list as a result of refusing occupancy of an available hangar, can still maintain their ranking on the waiting lists of other hangar groups. The applicant will be allowed five (5) offer refusals of available hangar storage units per group before being removed from that hangar group wait list.

SHARING HANGARS

Sharing of hangars by more than one aircraft is authorized subject to the review and approval of the Airport Manager. Unless the hangar is allocated to primary co-tenants at the initial occupancy, the hangar is assigned to the tenant of record who is free to invite a secondary tenant provided that the second aircraft is registered with the Airport Office and meets all

conditions for occupancy. In the event the tenant of record vacates the hangar, the secondary tenant must also vacate the hangar. A primary co-tenant of record, established at the date of hangar allocation, can remain in the hangar if and when the other co-tenant of record vacates the hangar. Disputes between primary co-tenants shall be mediated by the Airport Manager and if not resolved to the satisfaction of the City, both co-tenants shall vacate the hangar.

PROOF OF OWNERSHIP/INSURANCE:

Applications will be accepted from individuals who do not own an aircraft provided that at the time a hangar is available for occupancy, the applicant must demonstrate proof of ownership/insurance of a registered aircraft. Current insurance requirements are: BODILY INJURY/PROPERTY DAMAGE (COMBINED SINGLE LIMIT PER OCCURRENCE), \$1,000,000.00; HANGARKEEPERS LIABILITY (COMBINED SINGLE LIMIT PER OCCURRENCE), \$1,000,000.00, naming the City of Salinas as an additional insured.

FALSIFICATION OR OMISSIONS:

Any falsification, misstatement, or omission of material facts, related to the applicant and/or the application will be grounds for removal from all waiting lists.

FULL UNDERSTANDING OF AIRPORT RULES, REGULATIONS, REQUIREMENTS AND CONDITIONS:

By my signature below, I agree that I have received, read and understand the foregoing. I further agree to comply with all Airport rules, regulations, requirements, and conditions.

Date: _____ Applicant: _____ City of Salinas: _____