

SUTTER COUNTY AIRPORT

HANGAR WAITING LIST GUIDELINES



SUTTER COUNTY AIRPORT
AIRPORT ROAD
YUBA CITY, CA 95991
(530) 822-7410
(530)822-7249 FAX

**SUTTER COUNTY AIRPORT
ANNUAL RENEWAL
HANGAR SPACE WAITING LIST**

OBJECTIVE: To provide all individuals who desire to hangar their aircraft at the Sutter County Airport with a reservation process that is fair, easy to understand, and easy to administer.

GUIDELINES

DEFINITION OF APPLICANT: For purposes of these guidelines, an applicant is defined as an individual, a partnership, a corporation, or any other legally constituted entity.

HANGAR GROUPS: The hangar waiting list maintained at Sutter County Airport is comprised of six (6) groups. An applicant's priority number is determined by the date and time a completed application is presented to the Public Works / General Services' Office at 146 Garden Hwy, Yuba City, CA. 95991. Rent is subject to change without notice. Prices listed are current from November 1, 2008 through June 30, 2009.

Group	Hangars	Rent Effective 7/1/2009	Rent Effective 7/1/2010
#1	1-12	\$92.00	\$101.00
#2	13-18	\$108.00	\$118.00
#3	25-36	\$127.00	\$139.00
#4	37-42	\$110.00	\$121.00
#5	43-48	\$125.00	\$136.00
#6	49-58	\$213.00	\$232.00

1. Waiting list reservations applications will be accepted at Public Works / General Services by written application only. The applicant will select the groups of hangars that they want to reserve and file written application which will be good for that calendar year.
2. An application can be continued by the filing an annual renewal. Annual renewals will be accepted in person or by mail from January 1 through January 31 of each year at Public Works / General Services. Postmarked renewals within this time period will be accepted. If an annual renewal is not received by January 31, the applicant will be dropped from the hangar waiting lists. If application is renewed, applicant will not lose their position on the Hangar Waiting List.
3. Applications will be accepted from individuals who do not own an aircraft provided at the time an application comes to position one or two on a waiting list they provide proof of aircraft ownership by submitting a copy of the

APPLICANT:

NAME: _____

E-MAIL ADDRESS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME TELEPHONE: _____

WORK TELEPHONE: _____

AIRCRAFT INFORMATION:

The following information pertains to the Aircraft to be stored in the hangar.

AIRCRAFT MAKE: _____

MODEL: _____ N#: _____ YEAR: _____

SELECT HANGAR GROUP:

- | | |
|----------------|----------------|
| _____ GROUP #1 | _____ GROUP #2 |
| _____ GROUP #3 | _____ GROUP #4 |
| _____ GROUP #5 | _____ GROUP #6 |

It is the Applicant's responsibility to renew this application each year in the month of January in order to remain on the HANGAR WAITING LIST and keep the office advised of any changes in the address and/or telephone number. Return application to:

**SUTTER COUNTY PUBLIC WORKS / GENERAL SERVICES
146 GARDEN HWY
YUBA CITY, CA 95991**

FOR OFFICE USE BELOW THIS LINE

DATE RECEIVED: _____ **GROUP #:** _____

CONTROL # _____

This application is valid only when acknowledged above and assigned a control number.

FAA registration showing ownership in the aircraft to be stored in the requested hangar. The applicant will be given ten business days to provide this proof. If proof of ownership cannot be established within ten days the applicant will be moved to the last position on the Group waiting list

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4. Notification of hangar availability - Public Works / General Services will contact the applicant by telephone and /or e/mail and will attempt a minimum of three times over five consecutive business days to contact an applicant or designee. If no contact is made, the applicant will be moved to the last position on the Group waiting list. It is the applicant's responsibility to make certain the applicants contact information is current.
5. Once contacted the applicant will have five business days following the date of contact to execute a lease agreement with Public Works / General Services. Failure to submit the executed lease agreement within this timeframe will forfeit the available occupancy and the applicant will be placed on the last position on the Group waiting list.
6. If an applicant refuses a hanger when it becomes available, that applicant will be moved to the last position on the Group Waiting List.
7. All applicants currently on the existing hangar waiting list as of 12/31/05, will be required to make a formal application, identify the hangar groups they are applying for as outlined above. They must complete this process by January 31, 2006 to maintain a position on the hangar waiting list. The order of the applicant's on the Group waiting lists will be determined by the date the applicant originally was placed on the existing hangar waiting. All applicants currently on the hangar waiting list will be subject to the requirements outlined above.

