

Marina Municipal Airport Hangar Waitlist Application

Please fill in the information below completely, sign, date and return with the required non-refundable \$75.00 processing fee to 781 Neeson Road, Marina, CA 93933. Make check payable to City of Marina. Once received, the airport manager will return the form to you confirming its date of receipt.

Applicants Information

Last Name: _____ First Name: _____

Address: _____

Cell: _____ Home: _____ Driver's License: _____

Email: _____

Hangar Size Requested :

Approximate Dimensions	T-Hangar <input type="checkbox"/>	Box Hangar Small <input type="checkbox"/>	Box Hangar Large <input type="checkbox"/>
Door width	40 ft (20 ft in back)	40 ft	50 ft
Hangar depth	30 ft	30 ft	30 ft
Door height	10 ft		

Aircraft Information

Make: _____ Model: _____ N: _____

Wingspan: _____ Minimum Acceptable Door Width: _____

I have read, and I understand this application and the conditions contained in the Hangar Waitlist Policies and Procedures attached to the is form. By affixing my signature to the document, I request assignment of a hangar as described above, and agree to abide by all Airport Rules, Regulations, Policies and Procedures.

APPLICANT SIGNATURE: _____ DATE: _____

FOR AIRPORT ADMINISTRATIVE USE ONLY

Administrative fee paid: \$_____ Date: _____ Received by: _____

First offer: Hangar: _____ Offered on: _____ Contacted by: email phone

Accepted Declined No-response Date: _____ By: _____

Second offer: Hangar: _____ Offered on: _____ Contacted by: email phone

Accepted Declined No-response Date: _____ By: _____

City of Marina Municipal Airport Hangar Waiting List Policies & Procedures

A. Vacant hangars will be offered to persons on the Hangar Waiting List. For a person to appear on the Hangar Waiting List they shall:

1. COMPLETE AND FILE A HANGAR APPLICATION with Airport Administration. Applicants are solely responsible for maintaining a current email address, telephone number and mailing address on the Application and on file with the Airport Administration.
2. PAY AN ADMINISTRATIVE FEE. Applicants shall pay a \$75.00 non-refundable Administrative Fee

B. STIPULATE THE SIZE HANGAR DESIRED. Hangar size preference can be changed at any time by filing a written request with Airport Administration.

C. POSITION ON THE HANGAR WAITING LIST. Waiting List position for new applications for each waitlist shall be determined by the order that Hangar Waitlist Applications are received by the Airport Office. A copy of the official received Application with date recorded will be provided to the applicant. Positions on the hangar waiting list shall not be transferred, traded or sold.

D. THE HANGAR WAITING LIST WILL BE DISPLAYED IN THE LOBBY OF THE AIRPORT OFFICE AND ON THE AIRPORT WEBPAGE ON THE CITY'S WEBSITE. There shall be one waitlist for T-Hangar spaces and one waitlist for Box-Hangar spaces. Each list is independent of the other. Identification of persons on the list shall be by the applicant's last name and first name.

F. HANGAR OFFERS SHALL BE MADE CHRONOLOGICALLY (oldest date/time to the most recent). To accept the Offer, the applicant must:

1. Reply in the affirmative within **48 hours** of the date that the offer was made through the applicant contact information on file with the airport (weekends and holidays excepted).
2. Return the signed lease, proof of insurance and Hangar Rental Payments within **72 hours**.
3. Have an aircraft registered to the applicant in the hangar within **5 days** from the date Airport Administration approving the Hangar Lease. Failure to have an airworthy aircraft registered to the applicant in the hangar within **5 days** of acquiring the hangar may result in termination of rental agreement and removal from the hangar.

G. Persons removed from the Hangar Waiting List may restore their names to the bottom of the Waiting List by making a new Application and submitting a new Administrative Fee.

Pass-Over Policies

A. Every effort shall be made to contact the top position of the list by the email and telephone information on file for the applicant, as hangars become available.

B. A "not interested," non-contact, or failure to respond within 48 hours will be considered a Decline.

C. Each Hangar applicant is permitted one Decline for size of hangar on application. After the second Decline, the applicant will be removed from the Hangar Waiting List.

F. To reapply to the Hangar Waiting List, a new Application and Administrative Fee is required.

Hangar Sizes & Current Rates

T-HANGARS

40 feet wide x 30 feet deep (20 feet wide x 16 feet deep in back) x 10 feet 6 inches high (door) -

\$300 Month

BOX HANGARS

16 units - 40 feet wide x 30 feet deep x 10 feet 6 inches tall (door)

\$400 Month

2 units - 50 feet wide x 30 feet deep x 10 feet 6 inches tall (door)

\$500 Month