

Sumner County Regional Airport  
**HANGAR WAIT LIST GUIDELINES**  
February 2014

These guidelines are for new and existing Customers who desire Hangar space that is managed by Sumner Regional Airport Authority (SCRAA).

**General Guidelines**

- Wait List customers will be identified as **NEW** Hangar customers or **EXISTING** Customers who are already in a hangar that is owned by SCRAA. If an EXISTING customer wishes to move to another hangar, they must release their current hangar back to SCRAA. If they wish to lease an *additional* hangar, they must participate in the Wait List as a **NEW** customer.
- Hangar Wait List customers are added to list by **REQUEST DATE/TIME** that request is made. This includes **EXISTING** customers, i.e. the **DATE/TIME** for an **EXISTING** customer would be the date that they requested to transfer to a different hangar (T-Hangar or otherwise).
- In order to be placed on the Hangar Wait list, there is an initial fee of \$20.00 paid to Sumner County Regional Airport Authority (SCRAA), 1475 Airport Road, Gallatin, TN 37066. To remain on the Hangar Wait List, a yearly fee of \$10.00, due by January 1, is required. If payment is not received by January 30<sup>th</sup>, then the person will be removed from the Wait List.
- It is the responsibility of ALL Hangar Wait List customers to keep their contact information up to date with SCRAA. If email and phone are incorrect, then that person will be removed from the Wait List.
- Wait List customers should identify the type of hangar they desire (T-Hangar, shared space in Corporate hangar, etc.)
- Those customers that are identified as **EXISTING**, will be given first choice on available T-Hangar space. (However, they must release their existing T-Hangar or Shared Hangar space).
- Hangar Leases **DO NOT** transfer with transfer of ownership of an aircraft . The new aircraft owner must request to be put on the Hangar Wait List as a **NEW** customer.
- If a new Customer does not currently own an airplane and they accept a hangar, they must begin paying to reserve the hangar immediately and, within 60 days, they must acquire and aircraft. If Customer fails to acquire an aircraft within 60 days of reserving the hangar, that hangar will become available for lease to another customer.

**Appendix A – Aircraft Storage Permit**  
**SUMNER COUNTY REGIONAL AIRPORT**  
**AIRCRAFT STORAGE PERMIT**  
*(Required for storage of aircraft)*

Application for:

- |  |  |
|--|--|
| <input type="checkbox"/> Tiedown                 | <input type="checkbox"/> T-Hangar              |
| <input type="checkbox"/> POP or Corporate Hangar | <input type="checkbox"/> Change of Information |

Applicant (Business Name): \_\_\_\_\_

Authorized Representative, title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Billing Phone: \_\_\_\_\_ Billing Email: \_\_\_\_\_

Aircraft Make/Model: Assigned Space: \_\_\_\_\_

Registration No. N – Aircraft Wingspan: \_\_\_\_\_

Aircraft Make/Model: Assigned Space: \_\_\_\_\_

Registration No. N – Aircraft Wingspan: \_\_\_\_\_

The Applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. **FEE PAYMENT:** The Airport Authority reserves the right to charge for permits issued for aircraft storage.
  
2. **PERMIT LIMITATIONS:** This permit may not be assigned or transferred, and only aircraft owned, leased or rented by the Applicant and listed above shall occupy the assigned space(s). If, for whatever reason, the aircraft listed above is no longer based in the assigned space, the Applicant will be required to vacate the space, or acquire another aircraft within ninety (90) days. Periodic inspections will be conducted to ensure that the assigned space is only occupied by the aircraft listed above.

SCRAA – Airport Rules & Regulations

3. INFORMATION CHANGES: The Applicant shall notify Airport Administration, in writing within fifteen (15) days, of any change to the information provided.
4. RELEASE OF LIABILITY: The SCRAA assumes no liability for damage or loss to personal property while operating at Sumner County Regional Airport.
5. INDEMNIFICATION: The Applicant and invitees shall indemnify and hold harmless SCRAA.
6. LANDLORD RIGHTS: The SCRAA may exercise its rights as landlord by canceling this Permit and removing the aircraft or other personal property in the storage space when rent for any month has not been paid by the end of said month. The undersigned shall be responsible for all charges incurred by the SCRAA in the exercise of its rights.
7. COMPLIANCE WITH THE LAW AND MINIMUM STANDARDS: The Applicant shall comply with all applicable laws, ordinances, rules and regulations.

*The undersigned representative certifies he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
( Print Name )

Staff Use Only

Application, permits and insurance reviewed by: \_\_\_\_\_

Airport Manager's Comments/Stipulations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by Airport Manager or Designee: \_\_\_\_\_