

Kalamazoo/Battle Creek International Airport

Hangar Waiting List Application

Initial: _____ The primary purpose of renting a Kalamazoo/Battle Creek International Airport hangar is for the storage of aircraft.

1. Aircraft storage at the Kalamazoo/Battle Creek International Airport *(select all that apply):*

T-hangar waiting list includes regular and medium T-hangars

See Airport website for hangar rates and charges: <https://flyazo.com/general-aviation-2/>

- T-Hangar South Facing
- T-Hangar North Facing
- Large Aircraft Hangar South Facing
- Large Aircraft Hangar North Facing
- Any Hangar
- Box Hangar South Facing
- Box Hangar North Facing
- Executive Hangar South Facing
- Executive Hangar North Facing

2. Were you referred by anyone? • Yes • No **If yes, by whom:** _____

3. Applicant Information:

Applicant Name*: _____

Co-Applicant Name*: _____

For aircraft registered
in the name of a business
provide Business Name*: _____

Mailing Address: _____

_____ _____ _____
City State Zip

Phone 1: _____
☐ Cell ☐ Work ☐ Home

Phone 2: _____
☐ Cell ☐ Work ☐ Home

Primary Email Address: _____

Secondary Email Address: _____

4. Aircraft you intend to store:

Is the aircraft a homebuilt or kit under construction? • Yes • No

N Number: _____ Manufacturer: _____ Model: _____

* **Initial:** _____ Applicant name(s) listed above will be used to complete the hangar rental agreement and must be listed on the FAA aircraft registration and insurance certificate.

Hangar Waiting List Guidelines

▪ **Notification Procedure:**

Initial: _____ An email notification will be sent to the top applicants on the Waiting List (List). If no response is received by the solicitation deadline, the applicant(s) will be taken off the List. It is the applicant's responsibility to notify the Director of Airport's Office in writing of any changes to their application information.

Initial: _____ It is the applicant's responsibility to check their ranking on the List. If they are close to the top and will be out of the area for an extended period, it is their responsibility to notify the Director of Airports Office in writing and so state whether they would accept a hangar during their absence if their name reaches the top of the List.

Initial: _____ If an applicant is on multiple Lists, i.e. T-Hangar, and Large Hangar, they can refuse the offer of a hangar from one List without compromising their position on the other List.

Initial: _____ An applicant that declines a hangar solicitation will be removed from the list upon the third refusal. A refusal is considered one of the following:

- An applicant's request to move their name to the bottom of the list
- An applicant's request to continue moving to the top of the list, with the understanding that their name will be moved to the bottom if a lower-ranking applicant accepts the hangar

Applicants may reapply for that List after a three (3) month waiting period (unless applicant applies for a variance as noted below).

▪ **Variance Procedure:**

Variance requests must be made in writing to the Director of Airports and must include all relevant information as deemed necessary and appropriate to provide sufficient context for reviewing and making a determination on the matter. Refer to the AZO Rules & Regulations on the Airport website at: <https://flyazo.com/administrative-rules-regulations/>

Signature: _____

Date: _____

Please return the Aircraft Hangar Waiting List Application by one of the following:

Mail: Director of Airports Office, 5235 Portage Rd, Portage, MI 49002

Email: Azoproperty@Kalcounty.com

Fax: (925) 388-3667

For questions call: (269) 366-3008

To track your application status, please go to the Airport website at: <https://flyazo.com/general-aviation-2/hangar-wait-list/>

Note: Hangar waiting lists are updated on the Airport website at the beginning of each month

For Staff Use Only:

Date Received: _____

Received By: *please initial* _____