



Airport Administration
5835 South Sossaman Road
Mesa, Arizona 85212
Telephone 480-988-7600
FAX 480-988-2315
www.flywga.org

AGREEMENT APPLICATION

Use this application to request to lease land or facilities, or establish commercial rights at Williams Gateway Airport. Please complete all sections with the appropriate information; mark N/A when sections do not apply.

Section I. Type of Agreement Requested

- Ground Lease:** All persons wishing to lease ground and construct improvements on the Airport must first enter into a Ground Lease for a suitable parcel. Return this form to the Deputy Director who will initiate the Airport Minimum Standards review process.
- Facility Lease:** All persons wishing to occupy a WGAA owned facility at the Airport must first enter into a Facility Lease for the desired space/facility. Return this form to the Deputy Director who will initiate the Airport Minimum Standards review process.
- Aeronautical Operation Agreement:** All persons using the Williams Gateway Airport for commercial aeronautical purposes are required to enter into a non-exclusive use agreement with WGAA to conduct such commercial activities.
- Commercial License:** All persons using the Williams Gateway Airport for non-aeronautical commercial purposes are required to enter into a use agreement with WGAA to conduct such commercial activities.

Section II. Application Information

Applicant's Name: _____ Fed ID Number: _____

Company Name: _____ Telephone: _____

DBA or AKA: _____ Fax: _____

Address: _____ Email: _____

Type of Company

- Corporation
- Limited Partnership
- General Partnership
- Limited Liability Corporation
- Sole Proprietorship
- Other: _____

Section III. Company Description

Is your proposed operation a:

A. Start Up Business: Our business is not currently in operation at any location.

- Please reference the Airport Minimum Standards regarding the development and submittal of a business plan. Include your business plan with financial projections with this application.
- Please attach any other documents to support your application and demonstrate compliance with the Airport Minimum Standards.

B. Relocation/Expansion of Existing Business: Our business is currently in operation, and we desire to relocate or expand to Williams Gateway Airport.

- Date company was established: _____
- How long at your present location: _____
- Number of employees company-wide: _____
- Organized under the laws of the state of: _____
- Please attach a copy of your current business permit/license
- Please attach your latest annual financial statement

Section IV. Proposed Operation

Please describe your proposed operation (attach additional pages if necessary and reference the Airport Minimum Standards when applicable):

How many employees would be located at Williams Gateway Airport?
Upon Start Up: _____ Within 5 years: _____

What type and how many aircraft will be based at Williams Gateway Airport?

How many aircraft operations would you generate each month? _____

What are your proposed hours of operation? _____

What toxic or hazardous chemicals, subject to regulation, permitting, and inspection by the EPA or AZ State DEQ are to be used or stored on the leasehold or other location on the Airport?

Briefly describe your proposed land or facility requirements and the improvements you plan to construct. For facility leases, please indicate your desired term. Include any preliminary plans and drawings, and construction dates for any improvements for which you are seeking approval.

Section V. References

Please provide references that can support your application. Attach additional pages if necessary. Mark N/A if you are not utilizing the services of any of the following.

BANK REFERENCE

Bank Name: _____ Contact: _____
Address: _____ Telephone: _____
_____ Term of Relationship: _____

LEGAL REFERENCE

Firm Name: _____ Contact: _____
Address: _____ Telephone: _____
_____ Term of Relationship: _____

PROPERTY LEASING REFERENCE

(Please provide information on current or last property owner/manager.)

Company Name: _____ Contact: _____
Address: _____ Telephone: _____
_____ Term of Relationship: _____

TRADE REFERENCES

Company Name: _____ Contact: _____
Address: _____ Telephone: _____
_____ Term of Relationship: _____

Applicant authorizes the Williams Gateway Airport Authority (WGAA) to obtain credit, financial, and general information concerning the Applicant and the proposed activities, from any source including, but not limited to, those listed above.

Section VI. Review Process and Applicant Certifications

Applications will be reviewed and acted upon by the Williams Gateway Airport Authority within 60 days of receipt. Applications will be reviewed to determine compliance with Airport Minimum Standards including the following:

- The applicant's proposed operation or construction does not create a safety or environmental hazard on the Airport.
- The granting of the application does not require an undue expenditure of local funds, labor or materials on the facilities described in or related to the application, and the operation will not result in an undue financial loss to the Williams Gateway Airport Authority.
- There is appropriate space available on the Airport to accommodate the entire activity of the applicant.
- The proposed operation, development, or construction complies with the approved Airport Layout Plan.
- The development or use of the area requested does not result in congestion of aircraft or buildings, and does not unduly interfere with the operations of any present operator on the Airport, such as problems in connection with aircraft traffic or service, or preventing free access and egress to the existing fixed base operator area, or does not deprive, without the proper economic study, an existing operator of portions of its leased area in which it is operating.
- The applicant is sufficiently credit worthy and responsible, in the judgment of the Williams Gateway Airport Authority, to provide and maintain the operation to which the application relates, and will promptly pay amounts due under the agreement.
- The applicant has the finances necessary to conduct the proposed operation for a minimum period of six months or for the duration of the agreement, whichever is less.
- The applicant will maintain sufficient insurance coverage as required by Airport Minimum Standards.

Certifications

	Yes	No
1. Applicant certifies that no false information has been supplied; no material fact in the application or supporting documents has been misrepresented, and full disclosure has been provided on this application.	<input type="checkbox"/>	<input type="checkbox"/>
2. Applicant certifies that it has no record of violating the Rules and Regulations of this or any other airport, Federal Regulations, or Federal Environmental Regulations	<input type="checkbox"/>	<input type="checkbox"/>
3. Applicant certifies that it has not defaulted in the performance of any lease or other agreement at any other airport.	<input type="checkbox"/>	<input type="checkbox"/>
4. Applicant has not committed any crime, or violated any local ordinance, rule or regulation, which adversely reflects on its ability to conduct the proposed operation.	<input type="checkbox"/>	<input type="checkbox"/>
5. Applicant will obtain and maintain sufficient insurance coverage as required by the Airport Minimum Standards or resulting lease/operating agreement.	<input type="checkbox"/>	<input type="checkbox"/>
6. Applicant certifies that it is not utilizing the services of a broker.	<input type="checkbox"/>	<input type="checkbox"/>

If you answered "no" to any of the above, please attaching documentation describing the circumstances:

Applicant authorizes the Williams Gateway Airport Authority (WGAA) to obtain credit, financial, and general information concerning the Applicant and the proposed activities, from any source including, but not limited to, those listed above.

Signature: _____

Date: _____

Print Name and Title: _____