

## Roosevelt Memorial Airport

### Hangar Leasing Policy

1. Requests to be added to the hangar wait list will only be accepted by completing the Hangar Waiting List Application. This application form is available by clicking the Hangar Wait List Form link located on the Roosevelt Memorial Airport page of the Meriwether County website. The application form is also available by request to [airport@meriwethercountyga.gov](mailto:airport@meriwethercountyga.gov).
2. Applicants must fully complete the application including name, contact information, aircraft ownership information (N-Number & registration) and signature and return to [airport@meriwethercountyga.gov](mailto:airport@meriwethercountyga.gov). The placement order on the hangar wait list will be by date and time of day that the signed Hangar Waiting List Application form was returned by email to [airport@meriwethercountyga.gov](mailto:airport@meriwethercountyga.gov).
3. When a hangar becomes available the next person on the wait list, in the placement order, will be offered the available hangar. The offering will only be done by email, specifying the hangar, date, and a required reply time of 72 hours from the time the offer is made or the hangar will be offered to the next person on the hangar wait list. After confirmation of acceptance of the lease offer, a lease form will be provided to be filled out by the Lessee. After confirmation the Lessee's completed lease form meets the requirements of the lease, the lease will be executed by the Meriwether County Airport Authority.
4. After acceptance or rejection, that person's name will be removed from the wait list. They can add themselves back to the bottom of the list through the above-described process.