



# **ALPINE-CASPARIS MUNICIPAL AIRPORT**

## **LEASE APPLICATION**

3401 N Hwy 118, Alpine, Texas 79830  
(432) 837-5929

Use this Application Form to request a Land Lease, a Facilities Lease, or as required written notification to the City of Alpine. Complete all blocks with the appropriate information; mark blocks "N/A" when they do not apply to your request. Continue on separate sheets if additional room is required.

Add initial on the lease or leases or permit for which you are applying:

\_\_\_WRITTEN NOTIFICATION: All persons (other than transient aircraft operators) using the Alpine-Casparis Municipal Airport for commercial purposes are required to provide written notification to the City. All persons planning to hold an 'event' (such as a fly-in, field trips, hangar dinner/dances) must provide written notification to the City.

\_\_\_LAND LEASE: All persons wishing to construct improvements at the Airport must first enter into a Land Lease for a suitable Parcel. Return this form to the Airport Manager who will initiate the lease approval process, which will include review by the City Attorney and final approval/disapproval by the City Council.

\_\_\_FACILITY LEASE: All persons wishing to occupy City-owned improvements at the Airport must first enter into a Facility Lease for the desired facility. Return this form to the Airport Manager.

### **A. APPLICANT INFORMATION**

First Name	Last Name
Address	
Email Address	Primary Telephone Number
Cell phone Number	Tax ID Number

### **B. BUSINESS INFORMATION**

Business Name		
Address		
Contact First & Last Name		Email Address
Primary Telephone Number	Work Telephone Number	d.b.a.
President/ CEO		

### **C. ACTIVITIES AND START DATE PROPOSED**

Initial activities proposed to be conducted. For commercial activities, this form will serve as the required written notification.  
Requested effective date: \_\_\_\_\_

- **CUSTOMER SERVICES**

- Food services including catering, restaurants, etc.
- Temporary lodging, such as hotel and motel operations
- Transportation services, such as rental cars, shuttle buses, and taxis

- **AIRLINE OPERATIONS**

- Air Carrier or Air Taxi Operations
- Transportation of cargo and/or mail by aircraft.
- Other scheduled air transportation services or patrol activities.

- **AIRCRAFT SUPPORT SERVICES**

- Aircraft manufacture, maintenance, repair and storage (as defined by the FARs):
  - Aircraft painting and/or washing using chemicals
  - Aircraft major and minor repair and maintenance
  - Manufacture, repair, or reconditioning of either new and/or used aircraft and /or parts.
  - Specialized repair services for aircraft appliances or aircraft components.
  - Warranty or guarantee service of supply.
- Flammable liquid storage and/ or sales.
- Preventive maintenance for aircraft.
- Sales, leasing, financing, insuring and/or brokerage of aircraft, airframes, engines and/or other aeronautical items.
- Storage of aircraft and parts

- **FIXED BASED OPERATOR**

- **ON-DEMAND FLYING SERVICES**

- Aerial photography or survey
- Agricultural operations (including ‘crop dusting’).
- Aircraft charter operations for any purpose.
- Aircraft rental to the public.
- Banner towing.
- Corporate Flight Operations.
- Dropping objects from aircraft.
- Fire fighting (water and chemical applications) and ‘smoke jumping’.
- Pilot instruction conducted independently of an FAR Part 141 certified flight school.
- Pilot schools conducted in accordance with FAR part 141
- Parachute jumping.
- Sightseeing flights.

- **OTHER (list)** \_\_\_\_\_

- **PRIVATE/ NON-COMMERCIAL HANGAR/AIRCRAFT STORAGE**

**D. AIRCRAFT TO BE BASED ON THE LEASEHOLD (IF ANY):**

Make and year	Model	Registration Number	Registered Owner(s)

**E. EPA/ TX ENVIRONMENT DEPT.**

Toxic or hazardous chemicals/substances, subject to regulation, permitting, and inspection by the EPA or TX State Environment Department, to be used/ stored on the leasehold or other location on the Airport.

**F. DESCRIPTION OF LAND**

Briefly describe your proposed land or facility requirements and location on the airport:

**G. FOR FACILITY LEASES ONLY**

Lease terms: \_\_\_\_\_1 year      \_\_\_\_\_Monthly, from the 1<sup>st</sup> to 31<sup>st</sup>.      \_\_\_\_\_Other (describe):

**H. FOR LAND LEASES ONLY**

Briefly describe the proposed improvements you plan to construct:

**I. REFERENCES**

Name

Phone

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**J. COMMERCIAL ACTIVITY – NOTIFICATION REQUIREMENTS**

What is your proposed occupancy in the airport?

\_\_\_\_\_Existing property      \_\_\_\_\_New construction

Number of persons to be employed (attach names, titles and qualifications of key employees)\_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

List any positions which will require FAA or EPA certification or license:

Number	Job title	License or certificate required
_____	_____	_____
_____	_____	_____
_____	_____	_____

List the hours of proposed operation for your business.

Monday	_____ or 24 hours	Friday	_____ or 24 hours
Tuesday	_____ or 24 hours	Saturday	_____ or 24 hours
Wednesday	_____ or 24 hours	Sunday	_____ or 24 hours
Thursday	_____ or 24 hours	Holiday	_____ or 24 hours

**K. EVENTS – NOTIFICATION REQUIREMENTS**

Event name \_\_\_\_\_ Cell phone # \_\_\_\_\_  
Primary contact \_\_\_\_\_ Date & times \_\_\_\_\_  
Event location \_\_\_\_\_ Estimated attendance \_\_\_\_\_  
Security \_\_\_\_\_ Alcohol Yes / No  
Parking layout: \_\_\_\_\_

**L. INSURANCE**

Amount & types of insurance coverage to be obtained (attach proof of insurance)

<b>Type of insurance</b>	<b>Minimum amounts</b>	<b>Amount to be obtained</b>
-General liability	Each incident \$1,000,000	_____
-Other		_____ _____ _____

**M. APPLICANT'S CERTIFICATION**

The above application is true and complete to the best of my knowledge.

\_\_\_\_\_  
*Applicant's Signature* *Printed Name* *Date*

Return this form to the Airport manager for processing, with the following attached:

- Proof of insurance.
- Additional information continued from the application, referenced by the question letter.
- Copies of Certificate (s), if operating an FAA Certified business.