

*(On your letterhead, if you have one)*  
**AIRCRAFT HANGAR/FACILITY PROPOSAL**  
**FOR**  
**GILLESPIE COUNTY AIRPORT**  
Presented by  
*(Name/business or personal)*  
*(your contact information)*

Date: \_\_\_\_\_

**Objective**

Provide a “letter of Intent” for the construction of an aeronautical facility at Gillespie County Airport.

**Purpose of the Facility:**

In your own words describe what the facility will be used for (i.e. *Corporate/Private Use/an Aeronautical Service Business/ Commercial Aircraft Storage Business/ Other, etc.*). If the proposed facility is for an aeronautical service business, please describe in reasonable detail what products or services the business will offer and give a “big picture” business plan. Note...The AAB will require a detailed business plan during phase II.

**Outline of Proposal**

In coordination with the airport manager, provide a general description of the proposed location of the facility (include a map with a sketch/drawing of the site as an attachment). Also include the following:

1. A description of the proposed facility (i.e. a 60’x60’ hangar)
2. State how much land you want to lease.
3. State any special requirements (i.e. parking area, auto driveway, additional aprons, etc.)
4. Include desired lease terms. Note the standard lease is 30 years maximum, with option of renewal for an additional 10 year term on such conditions as may then be agreed upon by the parties.

**At the bottom of the LOI add the following statements:**

I understand that if a lease agreement with the County for this proposed development is entered into, I will not be granted exclusive rights to conduct any category of business, and that the Lessor shall have the right to lease other portions of the airport to other tenants for similar operations. I also agree that I will not be authorized to operate any non-aviation related business or activity on/in the Land/Building site without the express written consent of Lessor, consent which may be granted or

withheld in the sole discretion of Lessor. Finally, in signing this “letter of Intent”, I acknowledge I have reviewed the Minimum Standards and Rules and Regulations applicable to the Gillespie County Airport, and that I am proposing to enter into a lease agreement in full accordance and compliance with the Minimum Standards and Rules and Regulations.