



GENERAL AVIATION AIRCRAFT PARKING APPLICATION

CONTACT AND AIRCRAFT INFORMATION *(please complete all fields in this section)*

NAME: _____

ADDRESS: _____

PRIMARY PHONE: _____ SECONDARY PHONE: _____

E-MAIL: _____

AIRCRAFT MODEL: _____ AIRCRAFT IDENTIFICATION: _____

PARKING SPACE TYPE REQUIRED: _____ PLUG-IN NON-PLUG IN

DATE PARKING IS REQUESTED: _____

APPLICATION PROCESS

Once completed applications are received, the clerk will check availability of spaces.

IF SPACE IS AVAILABLE:

1) The clerk will contact you directly to advise of availability and process to secure your parking space.

IF SPACE IS NOT AVAILABLE:

- 1) The clerk will contact you via email to advise of your position on the wait list.
- 2) Once space becomes available, the clerk will make one attempt to contact you by phone and one attempt to contact you by email, if a reply is not received within 5 business days, your position will be forfeited to the next person on the wait list.
- 3) You must re-apply to be placed on the wait list.

FEES:*

MONTHLY RATE FOR REGULAR SPACE	\$100 +HST
MONTHLY RATE FOR PLUG-IN SPACE	\$175 +HST**
GATE KEY DEPOSIT	\$100 +HST***

**All fees are based on a one (1) year agreement, paid in full upon completion of a rental agreement. With 30 day written notice, pro-rated refunds will apply to agreements terminated prior to one (1) year.*

***Full plug-in rates in effect year round, seasonal discounts do not apply.*

**** Deposit will be returned upon contract termination and return of key.*

HOW TO SUBMIT THIS FORM

Option 1) If currently connected to the Internet, simply click the 'Submit' button on the top of this form.

Option 2) Save or scan the completed form and email to airport@greatersudbury.ca.

Option 3) Fax completed form to 705-693-2937.

AIRPORT ADMINISTRATION SECTION *(applicants do not complete this section)*

DATE APPLICATION WAS RECEIVED: _____

PARKING SPACE WAS ASSIGNED: YES NO LOCATION: _____

PLACED ON WAIT LIST: YES NO POSITION: _____

APPLICANT WAS CONTACTED ON: _____

BY: EMAIL PHONE LEFT MESSAGE