

**EAA Chapter 103  
Hangar Use Policy  
Updated February 2008**

The primary purpose of the EAA Hangar is to hold EAA Chapter 103 functions and to be used by EAA Chapter 103 Members in good standing while performing repairs, annual inspections, and final assembly their aircraft. All other uses are subordinate and therefore must not interfere with these two primary uses for the EAA Chapter Hangar. Use of the hangar for long-term (greater than 30 days) storage of completed aircraft is to be discouraged.

The term "Hangar" refers to the Shep-Rock Hangar located at the Nampa Airport.

**Applicability**

This hangar use policy applies to uses of the Hangar for durations that extend overnight. Use of the hangar for a less than a day is not covered by this policy.

**Hangar Uses and Fees**

EAA Chapter 103 hangar space may be made available for use by EAA Chapter 103 members to:

1. Prepare their experimental airplane or restored aircraft for final inspection prior test flight. The maximum time for preparation for inspection is 6 weeks. Following inspection the aircraft may be kept in the hangar for up to an additional 6 weeks or until the phase one testing is done (40 hours of flight), whichever occurs first. No fees are collected for this use of the Hangar. During winter months, members heating the hangar while using the hangar are encouraged to make a special donation to offset additional use of the utilities.
2. Storage of aircraft, solely owned by Chapter Members, immediately prior or after a sale (while other hangar arrangements are being secured). The maximum length of time for this type of storage is 30 days. The member must pay \$150 for the 30 days (prorated for actual days used) for those days that occur in the months of November, December, January and February. The charge for other months is \$75/30 days.
3. Storage of aircraft by Chapter Members due to other special circumstances such as maintenance on a member's hangar. The charge for this use is the same as for (2) above.
4. For other purposes after approval by a majority of Chapter Officers. The charge for this use would normally be the same as (2) unless changed by the approving officers.

**Maximum Length of Use**

No aircraft may be kept in the hangar for more then 90 days (three months) except by a majority vote of the Chapter Board and only for the following reasons:

1. If the aircraft is under initial and active construction. Active construction is defined as measurable progress made each and every week. Aircraft construction will not be allowed except under very special circumstances. The board may impose case specific requirements for the use of the hangar for construction.
2. Under extenuating circumstancing, the Board may grant extensions to the 3-month limit for additional time. This extension must be in writing. The fee for use of the hangar beyond 90 days shall be at market rates for a heated hangar at Nampa. Initial fee shall be set at \$150/30 days.
3. Any aircraft stored beyond 90 days has lower priority for the space than another member who desires to use the hangar. Aircraft priority is ordered by length of time the aircraft has been in the hangar (beyond the initial 3 months); longest time has lowest priority. Members who have passed the three month initial time period must be prepared to move their aircraft

from the hangar with one week notice if another member with higher priority requests the space.

### **Remedy for Non-Compliance With This Hangar Policy**

If the aircraft owner's membership ends (either for non-payment of dues, or for any other reason) then the use permit is immediately revoked and the aircraft is considered as being in non-compliance with the policy and will be removed from the hangar.

Any aircraft or other non-chapter material located inside the Hangar is subject to this hangar use policy. Any aircraft or other objects located in the hangar are subject to immediate removal from the hangar if any part of this policy is not abided by. Aircraft found in the hangar without the proper approvals shall be removed from the hangar and tied down at the Chapter tie-downs located just outside the Hangar.

### **Storage Rules**

1. The Chapter Member requesting use of the hangar must submit the required forms and fees prior and receive a properly approved use permit from the Chapter. This use permit must contain the signature of a Chapter Officer (as specified on the forms). Chapter officers are President, Vice President, Secretary and Treasurer.
2. Any aircraft parked in the hangar must display a sign clearly showing the name, phone number, date that aircraft was placed into the hangar, and date the aircraft will be removed from the hangar. The use permit will expire on the specified removal date.
3. Aircraft must be parked on south side of the hangar where it will not encroach on Civil Air Patrol floor space.
4. All aircraft, except those under active construction, must be stored in such a way that they can be moved to allow other aircraft to be repositioned within the hangar. It may be necessary to temporarily relocate aircraft within the hangar to an outside tie down. EAA member understands and agrees to the fact that his aircraft may need to be moved or repositioned (by others) to accommodate other aircraft movement into and out of the hangar. The aircraft owner will be given all possible notice before an aircraft is tied down outside overnight.
5. Aircraft under active construction on the hangar floor area must occupy as little space as practically possible. During EAA functions it may be necessary to compact the space occupied by an active builder and the building area should accommodate this. Tables, jigs and other large objects should be on rollers so that they can be moved to the side of the hangar and onto a minimum footprint.
6. EAA member will be issued a building access code after the use permit has been issued and fees paid.
7. It is the member's responsibility to see that the building is locked upon leaving the premises.
8. Neither EAA Chapter 103, nor Civil Air Patrol nor the Shep-Rock Foundation provides any insurance.
9. EAA Chapter 103, Civil Air Patrol and the Shep-Rock Foundation are not responsible for any loss or damage to member's aircraft, or personal property for any reason.

I, \_\_\_\_\_, am a member in good standing in EAA Chapter 103, have read the attached Hangar Use Policy, and agree to abide by all of its terms and all of the rules for hangar use posted in the hangar. I further agree to keep the area clean, and not to store any hazardous or flammable materials in excess of the amounts required for the immediate work being performed.

\_\_\_\_\_, Date: \_\_\_\_\_  
Signature

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Home Phone \_\_\_\_\_ Other Phone \_\_\_\_\_  
Aircraft Model \_\_\_\_\_ N Number \_\_\_\_\_  
Move in date \_\_\_\_\_ Move out date \_\_\_\_\_

Approving Chapter Officer: \_\_\_\_\_ (Print Name)  
Circle One: President -- Vice President – Secretary – Treasurer  
\_\_\_\_\_, Date: \_\_\_\_\_  
Signature

Reason for hangar use: Circle One  
Initial Inspection & Phase I Testing, Aircraft repair or inspection, Storage,  
Other (Explain below)

If other was selected then describe usage here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_