



Chicago Executive Airport T-Hangar Wait List Policy

1. There will be a \$100 non-refundable sign-up fee and an annual fee of \$50 to remain on the wait list. The \$100 non-refundable sign-up fee may be applied towards the first month's rent.
2. For information concerning the T-Hangar wait list, please call Kim Mueller (847) 537-2580, or stop by the Airport office for an application. When the application has been completed, signed, and received at the Airport office, it will be stamped and dated. An applicant's priority is determined by the date and time the application is received.
3. Only applications provided by the Airport office or from the Airport website will be accepted.
4. An applicant need not own an aircraft while waiting for hangar space but must have it upon occupancy.
5. Co-owners of aircraft must apply under one owner's name only.
6. Parties already in possession of two (2) Airport-owned hangars and wishing to rent an additional hangar will be placed on a secondary list and will not be eligible for another hangar until the primary list is exhausted.
7. The person whose name appears at the top of the wait list will be offered the first available space based on the selection chosen on the Wait List Application.
8. The wait list will be updated as needed.
9. Removal of the Applicant from the wait list will occur under the following conditions:
 - a. Failure to renew application when requested by the Airport office.
 - b. Failure to respond to notification of hangar availability within **5 working days**.
 - c. Failure to provide current address and phone number; and/or
 - d. At applicant's request.
10. If a hangar applicant does not accept a hangar within **5 working days** from the time notified, the next applicant on the wait list will be notified. **Following notification by the Airport, an applicant will be permitted to remain at the top of the wait list in the event of one refusal.** In the event of **two** refusals the applicant's name will be removed from the list or reinstated at the bottom of the list if a new application is submitted.
11. If an applicant is notified that a hangar is available and they do not yet have an FAA Registration Certificate, the applicant will be determined ineligible and will be passed over **once**, without penalty. However, if an applicant is determined to be ineligible **twice**, the Airport will automatically move the applicant's name to the bottom of the hangar wait list.
12. An applicant may be denied hangar space if the applicant is in default of any other lease, agreement, or permit, or in violation of any Airport rules and regulations, unless the violation or default is cured within 5 days of hangar availability.