



Tri-County Airport Authority
1983 Tri-County Airport Rd - Bonifay, FL 32425
Mail: PO Box 756 - Bonifay, FL 32425

September 11, 2021

Tenant Name

Email Address or physical address if no email on file

Dear (Name):

The Tri-County Airport Authority (TCAA) has adopted a new hangar leasing document and rental rate schedule effective October 1, 2021. By tying the TCAA hangar rental rates to the fiscal year that starts each October 1st, our budget process is simplified, and it provides you with a consistent rental commitment reviewed annually. Included with this letter is a copy of the adopted aircraft parking rental rates.

Attached is a copy of the adopted standard lease or lease extension document for your aircraft parking space that has been signed by myself with an effective date of October 1, 2021. Please complete the emergency contact information and sign the document. By signing the document, you ensure that you are eligible for the tenant fuel discount of \$0.20 per gallon. To be eligible for the fuel discount, a current signed lease document must be on file, your credit card information must be provided to the airport manager for input into the SiteMinder system and you must be current on your rent.

If you wish to pay for the year in advance to receive the discount of 1-month's rent (an 8.33% discount), please contact Brenda Wilson, our Administrative Assistant, at 850-768-2516 or email, TCAA_AA32425@outlook.com, to confirm the amount for your rental space.

We are continuing to make changes in the airport facilities and operations for the benefit of our tenant aircraft. Board members and our engineering firm are in the process of designing a new entrance to the airport which will address signage, additional parking, and public access to the terminal building.

Please contact me directly if you have questions or need further clarification.

Sincerely,

Herbert J. Locke, Jr.
Chairman

Attachments:

Lease Document
Rental Rate Chart



Tri-County Airport Authority
1983 Tri-County Airport Rd - Bonifay, FL 32425
Mail: PO Box 756 - Bonifay, FL 32425

LEASE EXTENSION NOTICE

Tenant Name

Email Address or physical address if no email is on file

Hangar Number:

This document is to confirm that you are renting a hangar at our facility located at 1983 Tri-County Airport Road in Bonifay, Florida. Your lease is being extended to 30 September 2022.

The board has set the monthly hangar rates for the fiscal year running 1 October 2021 through 30 September 2022 according to the enclosed Hangar Rate Card. By signing this document, you are agreeing to the extension of your lease and the monthly payment amount due.

Herbert Jack Locke, Jr Date
Chairman

Tenant's Signature Date

Emergency Contact Information:

Name: _____ Relationship: _____

Address: _____

Phone Number: _____