



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

August 24, 2023

RE: Private Hangar Term Lease
Hangar # _____

Dear Tenant:

Time is running out to complete the sign up process for the long term Private Hangar lease.

Your lease cannot be completed due to the following reasons which need to be resolved:

- You have not scheduled a hangar inspection
- You have not scheduled a time to sign documents in the office/ have not signed and returned required documents
- One or more documents is not complete
- Your account is delinquent
- You have no airworthy aircraft, no subtenant
- You have outstanding issues in your hangar to resolve (see explanation below)

Please contact our office to resolve the outstanding items.

Thank you for your cooperation during this process.

Sincerely,

Madeline Herrle
Lease Manager
805-388-4243
Madeline.HERRLE@ventura.org