

## Pittsburgh-Butler Regional Airport Hangar request policy

1. To be placed on the hangar request list, please contact the airport office at 724-586-6665, or by e-mail at [office@butlerairport.com](mailto:office@butlerairport.com). Your cell phone number and your e-mail address must be included with your request. PLEASE NOTE THAT YOU MUST UPDATE YOUR INTEREST IN RENTING A HANGAR ON A MONTHLY BASIS IN ORDER TO REMAIN ON THE LIST. FAILURE TO DO SO WILL RESULT IN REMOVAL FROM THE LIST.
2. Current airport authority hangar tenants who want to move to another hangar on the airfield (e.g. a tenant in the community hangar or one of the old T-Hangar buildings wants to relocate to an insulated unit with a power bi-fold door) have first priority on the request list. Those tenants who wish to relocate to a different hangar on the airfield must notify the airport authority office per step #1 listed above. Regrettably, we cannot accommodate last minute requests to relocate when a tenant discovers another hangar they prefer was just vacated if the staff wasn't aware of their desire to do so.
3. Tenants currently on tie-down or paying a tie-down fee to the Airport Authority are second in priority.
4. Tenants of the FBO or a condominium hangar are third in priority.
5. Prospective tenants not currently on the airfield are prioritized according to the date they first contacted the airport office to request hangar rental and whether or not they currently own an aircraft or are within 30 days of taking delivery of an aircraft.
6. Prospective tenants are encouraged to preview the different types of hangars available in person prior to deciding what type of hangar they prefer. Frequently, due to demand, a decision to commit to a hangar must be made within 24hrs. of being notified of availability. Advanced knowledge of the condition of the hangars will help with making a timely decision to commit to a rental.
7. Rejection of a hangar offer in any of the above scenarios will result in being moved to the bottom of the list.

This policy is necessary due to the demand for hangar space the Airport Authority normally experiences and is subject to change. Thank you for your interest in becoming a hangar tenant at the Pittsburgh-Butler Regional Airport.