

# Boulder City Municipal Airport

## ANNUAL NON-FBO PROVIDER OPERATING PERMIT APPLICATION

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All parties wishing to conduct commercial activity Boulder City Municipal Airport must obtain prior approval and a permit from the City Airport Administration Office. If the proposed application is approved and permit is issued, the applicant is only allowed to conduct operations as outlined in the original application. Any changes to the application will require a new application or updated application. Please submit pages 3-5 to:

Boulder City Municipal Airport  
Airport Administration Office  
1201 Airport Road Suite 200  
Boulder City, NV 89005  
Phone: (702) 293-9405  
Fax: (702) 293-6242  
E-Mail: [jlopez@bcnv.org](mailto:jlopez@bcnv.org), [madou@bcnv.org](mailto:madou@bcnv.org)

All requests should be made at least 90 business days prior to proposed start of operation. Arrangements can be made for a site visit to discuss the specifics of the operation.

### **Airport Lease**

If the application submitted is for activity to be conducted within the boundaries of an existing lease, all activity must comply with terms and conditions of the lease.

### **Insurance Requirement**

The Boulder City Municipal Airport requires proof of adequate insurance before an Operating Permit will be issued. The applicant must name the City of Boulder City as additionally insured. The Boulder City Municipal Airport reserves the right to alter insurance requirements depending on circumstances and requirements of the business permit. Insurance coverage must meet the following minimum requirements: **\$2,000,000 Commercial General Liability, \$500,000 Automobile (if applicable), and Statutory Coverage for Worker's Compensation.**

### **Boulder City Business License**

The City of Boulder City requires all commercial businesses operating in Boulder City acquire a Boulder City Business License. Upon Airport approval of the FBO Service Provider Permit, the Applicant must obtain a Boulder City Business License. The Business License office is located in City Hall, Room #4. Applications may be found on the City website: [www.bcnv.org](http://www.bcnv.org). The Applicant must provide a copy of the Boulder City Business License to Airport Administration prior to the start of operation.

### **Airport Rules and Minimum Standards**

The applicant must abide by all Airport Rules, Regulation, Ground Vehicle Operations, and Minimum Standards now in effect or hereafter adopted or revised by the Airport. This form does not fulfill all requirements outlined in the Airport Rules and Minimum Standards. It is the Applicant's responsibility to review the Airport Rules and Minimum Standards and to submit the additional information as required with this Application. Once the City has received all information required and is in receipt of a complete application package, as outlined in the Airport Rules and Minimum Standards, the applicant will receive confirmation of receipt and the 90 day application review period will start as detailed in the Airport Rules and Minimum Standards.

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### **Maintenance Activity Restrictions**

Only maintenance activities listed in 14 CFR Part 43 under Preventative Maintenance may be conducted in the private hangars. All other maintenance activity requires prior written permission by the City. No hazardous operations as defined by NFPA 409 will be permitted in the private hangars.

### **Airport Fees**

- All Airport Service Providers are required to pay for a commercial operating permit.
- All Airport Service Providers must obtain an Airport Access Card and pay the applicable fee.
- Anyone found in violation of the Permit Terms, Airport Rules, Regulation, Ground Vehicle Operations, and Minimum Standards may be punished by a fine of not more than one thousand dollars (\$1000.00) or by imprisonment for not more than six (6) months, or by both such fine and imprisonment. (Boulder City Code 9-4-6)

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Date of Application \_\_\_\_\_

New Application       Renewal or Update

**SECTION 1: APPLICANT INFORMATION**

*Activity Type – check all that apply*

*\*Attach all Federal and State License or Certificates*

- |  |  |
|--|--|
| <input type="checkbox"/> Avionics/Instrument Operator* | <input type="checkbox"/> Flight Training Operator* |
| <input type="checkbox"/> Aircraft Cleaning Operator*   | <input type="checkbox"/> Aircraft Rental Operator* |
| <input type="checkbox"/> Maintenance Operator*         | <input type="checkbox"/> Aircraft Sales Operator*  |
| <input type="checkbox"/> Sightseeing Flight Operator*  | <input type="checkbox"/> Other: _____              |

<b>Company Name</b>	
<i>Entity Type</i>	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other (please identify): _____
<i>Number of Employees</i>	_____
<i>Physical Address</i>	_____
<i>City/State/Zip</i>	_____
<i>Mailing Address</i>	_____
<i>City/State/Zip</i>	_____

<b>Contact Person, Title</b>	
<i>Office Phone</i>	<i>Cell Phone</i>
<i>Email Address</i>	_____

<b>Aircraft Information</b>	
<i>Based Aircraft Tail N(s)</i>	_____
<i>Other Company Aircraft Tail N(s)</i>	_____

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### SECTION 2: APPLICANT EXPERIENCE AND LEGAL STATEMENTS

Please answer the following questions as they apply to the Applicant (*attach additional page if more space is needed*)

A.	Identify the number of years the Applicant has engaged in the activity to be conducted.	
B.	Identify all aviation businesses owned and/or operated by the Applicant (past and present).	
C.	Are there any past or present judicial, regulatory, or administrative proceedings, investigations, arbitrations, mediations, claims, judgments, liens, or litigation against the applicant <u>or any entity the applicant has held or currently holds an interest in?</u>	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes: Date, Place, Nature of Action:
D.	Has the applicant <u>or any entity the applicant has held or currently holds an interest in</u> ever been cited and convicted of violating any regulatory measure by any agency related to, associated with, or that involved the proposed activity (ies) or any other activity (ies) normally occurring at or associated with an airport?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes: Date, Place, Nature of Violation(s):
E.	Has the applicant ever been convicted of a felony?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes: Date, Place, Nature of Conviction(s):
F.	Have any restrictions ever been placed on applicant <u>or any entity the applicant has held or currently holds an interest in</u> by any agency related to, associated with, or involved in the proposed activity(ies) or any other activity(ies) normally occurring at or associated with an airport?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes: Date, Place, Nature of Restriction(s):

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### SECTION 3: APPLICANT'S AGREES (as detailed on pages 1&2 of this application)

- \_\_\_\_\_  
Initial AIRPORT LEASE activities on an existing lease must comply with the terms and conditions of that lease.
- \_\_\_\_\_  
Initial INSURANCE applicant must provide and maintain minimum insurance of \$2,000,000 Commercial General Liability, \$500,000 Automobile (if applicable), and Statutory Coverage for Worker's Compensation; listing CITY OF BOULDER CITY as additionally insured.
- \_\_\_\_\_  
Initial BUSINESS LICENSE applicant must maintain Boulder City Business License.
- \_\_\_\_\_  
Initial AIRPORT RULES & MINIMUM STANDARDS applicant must abide by all regulations now in affect or hereafter adopted or revised by the Airport.
- \_\_\_\_\_  
Initial MAINTENANCE ACTIVITIES are limited to activities in 14 CFR 43 under Preventative Maintenance and NO hazardous operations as defined by NFPA 209 is permitted in private hangars.

### SECTION 4: APPLICANT'S STATEMENT

I hereby attest the above information provided by me and my organization is complete, correct and further certifies I am authorized to represent the organization identified above. It is understood and agreed that any misrepresentations or inaccuracies, as determined by the City of Boulder City, can result in the immediate revocation of any permits issued based on this application. The City of Boulder City further reserves the right to take any other corrective action it deems appropriate.

I hereby certify that I will comply with all Federal, State, and Local laws, rules and regulations; Boulder City Airport Rules, Regulations, Ground Vehicle Operations, Minimum Standards; and Airport lease terms and conditions now in effect or hereafter adopted or revised. I understand that only maintenance activities listed in 14 CFR Part 43 under Preventative Maintenance can be conducted within the private hangars. All other maintenance activity requires prior written permission by the City.

Understanding that failure to comply may result in loss of access to the Boulder City Airport and potentially termination of the permit. A notice of violation will be issued for any observed violation of the above terms and may be punished by a fine up to one thousand dollars (\$1000.00) per day. The penalties for violations can be found in the Boulder City Code 9-4-5-H-2. I further agree to INDEMNIFY, DEFEND AND SAVE HARMLESS THE CITY OF BOULDER CITY AND ALL OFFICERS AND EMPLOYEES THEREOF CONNECTED WITH THE ABOVE BUSINESS ACTIVITIES FROM ALL CLAIMS, SUITS OR ACTIONS OF EVERY NAME, KIND AND DESCRIPTION, BROUGHT FOR, OR ON ACCOUNT OF, INJURIES TO OR DEATH OF ANY PERSON, OR DAMAGE TO PROPERTY, OR ANY NEGLIGENCE (ACTIVE OR PASSIVE), OF COUNTY, OR ITS EMPLOYEES, OR ANY OTHER CONTRACTORS, EXCEPTING ONLY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF COUNTY, ITS OFFICERS OR EMPLOYEES. SHALL REIMBURSE CITY AND THEIR OFFICERS, AND EMPLOYEES ANY AND ALL COSTS INCURRED BY THEM IN DEFENDING SUCH CLAIM, INCLUDING ATTORNEY FEES, EXPERT WITNESS FEES, INVESTIGATIVE AND COURT COSTS.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Representing – Organization Name

### REQUIRED ATTACHMENTS

- Proof of Insurance
- State or Federal Licenses/Certificates
- Boulder City Business License (New Applicants must submit Business License to Airport Management upon receipt and prior to beginning operations at Boulder City Municipal Airport)