

# **Statement of Interest to Lease RIAC Property**



**Rhode Island Airport Corporation**

## Statement of Interest to Lease RIAC Property for Aeronautical Activities or Services

1. Name of Airport:
  
2. Entity Information
  - a. Name of Entity:
  
  - b. Contact Person:
  
  - c. Telephone Number:
  
  - d. Primary Office Address:
  
  - e. Primary Electronic Mail Address:
  
  - f. Form of Entity (Select **one** that best describes Entity)
    - Individual
    - Partnership
    - Joint Venture
    - Corporation
    - Limited Liability Company
  
3. Complete the following according to the selection made in 2.F

If a **PARTNERSHIP**, answer the following:

Date of Organization:

Partnership Type:

- General
- Limited

Partnership Agreement Recorded:  Yes  No

Date

Book

Page

County

Has the Partnership done business in Rhode Island?  Yes  No

When

Operating as

Name, Address, and Partnership share of each general partner:

Name  
Address  
Share

Name  
Address  
Share

If a **JOINT VENTURE**, answer the following:

Date of Organization:

Joint Venture Agreement Recorded:  Yes  No

Date  
Book  
Page  
County

Has the Joint Venture done business in Rhode Island?  Yes  No

When  
Operating as

Name, address, and percentage maintained of each Joint Venture:

If a **CORPORATION**, answer the following:

Incorporation Date:

Where incorporated:

Is the Corporation authorized to do business in Rhode Island?  Yes  No

As of what date:

If Rhode Island is not the state of incorporation, list the state of incorporation and **ATTACH** documentation indicating Entity can transact business in Rhode Island:

The Corporation is:  Public  Private

Furnish the name, title, and address of each officer, director and principal shareholders owning ten percent (10%) or more of the corporation's issued stock.

If a **LIMITED LIABILITY COMPANY**, answer the following:

Date of Organization:

Limited Liability Company Agreement Recorded:  Yes  No

Date

Book

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County

Has the Limited Liability Company done business in Rhode Island?  Yes  No

When

Operating as

Name and Address of each Officer and member (use additional pages as necessary):

Name

Address

Share

Name

Address

Share

Provide By-laws and Articles.

4. Provide the requested Term of the Lease being requested by the Entity.

\_\_\_\_\_ years

5. Describe the size and location of RIAC property proposed to be leased (include a drawing or diagram depicting location).

6. Use of RIAC property

Is the Entity applying for a Facility or Land Lease?

Facility

Land

Describe in detail the proposed use of RIAC property.

7. Facility Plans (as applicable)

**ATTACH** three (3) copies of the preliminary plans; diagrams; drawings and specifications in sufficient detail illustrating the manner in which the Entity plans to develop and construct the desired area, including:

- a. Floor plans of all space to be included in the proposed Lease showing proposed uses and layout.
- b. Pavement design and layout for Leased Premises.

8. Facility Cost (as applicable)

Provide the total proposed cost of construction of the Facility with supporting documentation for:

- a. Buildings: \$
- b. Utilities: \$
- c. Site Preparation: \$
- d. Total Cost: \$

9. Rent

- a. Provide the annual Facility rent the Entity proposes to pay RIAC and the basis for this rent schedule.
- b. Provide the annual Land Rent the Entity proposes to pay RIAC and the basis for this rent schedule.

10. Financial Information

a. **ATTACH** a current financial statement prepared or certified by an independent certified public accountant and certified by the Chief Financial Officer of the Entity as well as a copy of Entity's last annual report.

b. Has Entity ever had a bond or surety canceled or forfeited?  
 Yes  No

If so, state name of bonding company, date, amount of bond and reason for such cancellation or forfeiture.

c. Has Entity ever declared bankruptcy?  Yes  No

If so, state date, court jurisdiction, amount of liabilities and amount of assets.

d. Construction Financing (if applicable)

Include a description of how the Facility is to be financed. **ATTACH** a letter of commitment from a commercial lending institution verifying a commitment to finance the Facility including the amount to be borrowed, term, and interest rate.

## 11. Financial References

List three (3) persons or firms with whom Entity has conducted significant financial transactions with during the past five (5) years. If firms are used, give the name of the department and/or person who may be contacted. Entity shall **ATTACH** a letter of reference from each of the below listed persons or firms.

### REFERENCE NUMBER 1 – Financial Institution

Name:

Firm:

Title:

Address:

Telephone:

### REFERENCE NUMBER 2 – Financial Institution

Name:

Firm:

Title:

Address:

Telephone:

### REFERENCE NUMBER 3 – Financial Institution

Name:

Firm:

Title:

Address:

Telephone:

## 12. Operational References

List three (3) names of airport(s) or equivalent businesses who have knowledge of Entity's operational practices, ability to finance projects, and ability to meet construction standards and timetables (if applicable), including the names of the

airport(s) or equivalent businesses upon which Entity currently has a contract for such services.

REFERENCE NUMBER 1

Name:  
Firm:  
Title:  
Address:  
Telephone:

REFERENCE NUMBER 2

Name:  
Firm:  
Title:  
Address:  
Telephone:

REFERENCE NUMBER 3

Name:  
Firm:  
Title:  
Address:  
Telephone:

13. Experience Statement

Provide below a summary of experience leasing airport property as a Person or Entity, including lease term. If no longer leasing property at an airport(s), please explain why.

If Entity has never had experience leasing airport property at an airport, please explain current interest in leasing property at the RIAC Airports and why it will be of benefit to RIAC and the flying community.

Describe whether Entity has ever submitted any proposal / request to lease property at an airport and if such request was denied or rejected?  Yes  No. If yes, please detail why.

14. Other Documentation Required from Successful Entity After Conditional Approval

- a. **ATTACH** a financial pro-forma delineating line-item detailed annual operating revenues and expenses, including amortization, during the requested Term of the Lease.
- b. **ATTACH** all Statement of Interest information and materials required by the Minimum Standards if Entity is seeking to engage in a Commercial Aeronautical Activity.
- c. **ATTACH** any additional information the Entity feels is pertinent to demonstrate the ability of the Entity to financially sustain operations of the aeronautical activities or services proposed.
- b. **ATTACH** a letter from legal counsel setting forth any litigation that could result in a material effect on the proposal being submitted. Leases for facilities or land requiring liens or encumbrances to Airport property will not be granted.
- c. **ATTACH** a construction schedule demonstrating that the Facility will be constructed and a Certificate of Occupancy obtained by Entity within one (1) year of the expected Commencement Date of a Lease.
- d. **ATTACH** a schedule providing the names of the firm and all subcontractors to be utilized for construction of improvements to desired area:
- e. **ATTACH** one of the following forms:
  1. A performance bond in the amount equal to the cost for constructing the proposed Facility
  2. An irrevocable letter of credit guaranteeing funds to complete the Facility
  3. An escrow agreement administered by a title and escrow company; or
  4. A trust administered by a commercial bank.
- f. **ATTACH** a certification prepared by a Certified Public Accountant authorized to conduct business in the state of Rhode Island establishing the full amortization period for the cost of constructing the Facility in accordance with Generally Accepted Accounting Principles. The cost of constructing a Facility shall be independently verified by a licensed architect, professional engineer, or building manufacturer.
- g. **ATTACH** evidence of the insurance required by RIAC, as applicable: Hangar Keepers Liability, Builder's Risk, Automobile, Pollution Liability, Workers Compensation, and General Liability Insurance. List the names, addresses,

and contact person of proposed insurance carrier(s) as well as a Certificate of Insurance if available.

15. Signature.

The Statement of Interest shall be signed and submitted by the owner of the business if the business is a sole proprietorship; every partner if a partnership; every member if a Limited Liability Company, and the President or CEO if a corporation.

**SIGNED** this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_