

# County of Santa Clara

Roads & Airports Department

Airports Division  
Reid-Hillview, Palo Alto and South County Airports  
2500 Cunningham Avenue  
San Jose, California 95148  
(408) 918-7700 FAX (408) 929-8617



July 1, 2010

## Waiting List Annual Maintenance Fee Policy

Beginning July 1, 2008, all waiting list applications must be accompanied by a new annual non-refundable waiting list maintenance fee as specified in the *Schedule of Fees and Charges for Santa Clara County Airports*. During the year, collection of the annual maintenance fee will be pro-rated based upon the **month** in which an application is submitted.

The pro-rated amount, rounded to the nearest \$0.50 will be calculated each year and provide for use when accepting new waiting list applications.

This fee may not be paid more than one month in advance.

This fee replaces the old one-time, non-refundable waiting list admin fee.

### The Pro-Rated Fees for FY11 Are:

Annual Waiting List Maintenance Fee		\$51.50
July	2010	\$51.50
August	2010	\$47.00
September	2010	\$43.00
October	2010	\$38.50
November	2010	\$34.50
December	2010	\$30.00
January	2011	\$26.00
February	2011	\$21.50
March	2011	\$17.00
April	2011	\$13.00
May	2011	\$8.50
June	2011	\$4.50

Waiting list applications processed during the months listed above shall be charged the corresponding pro-rated annual maintenance fee. Consequently an application that is processed September 1 will pay the same amount as an application processed on September 29 where an application submitted October 1 will pay a slightly reduced amount.

This is an annual fee. It is important that you inform all new applicants that to remain on the waiting list they must submit a new maintenance fee each year. A notice will be mailed to the address on file, but just like their monthly rent payment, failure to receive the notice does not negate their requirement to pay the fee on time. Fees will be collected during July with those who have not paid by August 1 being dropped from the list and their refundable deposit refunded.

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Board of Supervisors: Donald F. Gage, George Shirakawa, Dave Cortese, Ken Yeager, Liz Kniss  
County Executive: Jeffrey V. Smith