

# County of Santa Clara

Roads & Airports Department

Airports Division  
Reid-Hillview & San Martin Airports  
2500 Cunningham Avenue  
San Jose, California 95148  
(408) 918-7700 FAX (408) 929-8617  
[www.countyairports.org](http://www.countyairports.org)



TO: Director of County Airports

FROM: \_\_\_\_\_

SUBJECT: Request to be placed on **inactive status** on a county airports waiting list

Pursuant to the County Airports Rules and Regulations Section 7.4, I hereby request to be placed on inactive status on the \_\_\_\_\_ airport \_\_\_\_\_  
(RHV, E16) (Hangar, Shelter or Tie-Down)  
waiting list.

I understand that while on inactive status on the above waiting list, I will not be contacted for a parking space assignment, but I will retain my position on the waiting list.

I understand this request become effective immediately and that I must remain inactive for a minimum of six months from the date I sign and submit this form.

I further understand that my inactive status (after the initial six months) will remain in effect until

I request to be removed from inactive status, by completing the Airport request form to be removed from inactive status.

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

Signature \_\_\_\_\_ Date: \_\_\_\_\_

[https://connect.sccgov.org/teams/rda/AIR/Forms Admin/Wait List Inactive.docx](https://connect.sccgov.org/teams/rda/AIR/Forms/Admin/Wait List Inactive.docx)

Board of Supervisors: Mike Wasserman, Cindy Chavez, Dave Cortese, Ken Yeager, S. Joseph Simitian  
County Executive: Jeffrey V. Smith