



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
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12 JUL 2007

POLICY LETTER 01-07

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: IMPLEMENTATION OF REAL ESTATE LICENSE AGREEMENTS FOR
PRIVATE ORGANIZATIONS OPERATING ABOARD MARINE CORPS AIR
STATION (MCAS), CHERRY POINT

Ref: (a) SECNAVINST 11011.47A
(b) TITLE 10 SUBTITLE A PART IV CHAPTER 159 PARA 2695
(c) NAVFAC P-73 CHAPTER 20
(d) AirStaO 5760.2A

1. Per the references, the intent of this letter is to inform all pertinent parties of the policies and procedures concerning licensing and leasing of government property to non-governmental/ private organizations. In review of established policies set forth by the Department of the Navy, the following procedures shall be adhered to in order to comply with those mandated policies.

2. For the Calendar Year 2007, those organizations that intend to operate on a perpetual basis may request an operating license for a period of no more than one year. Upon receipt, the request will be reviewed by the Commanding Officer for final review and approval. Upon receiving approval, the private organization may operate aboard MCAS Cherry Point for a one year period. Subsequent license requests shall be requested and granted for a period of no less than five years. Inherent with five year operating licenses is a requirement to pay administrative fees associated with those licenses. The installation command shall determine who is responsible for payment of those administrative fees. Those private organizations seeking licenses to operate shall also expect to provide proof of insurance. The authority to decide which organizations shall maintain sufficient liability insurance rests with the administering agency (Naval Facility/Middle Atlantic (NAVFAC/MIDLANT)).

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3. Further questions concerning this matter may be brought to
the attention of the Director, Facilities, MCAS Cherry Point at
(252)466-2832 (DSN 582-2832).



F. P. BOTTORFF

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