



# BRICKYARD COVE MARINA

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## Checklist -For New Boaters-

Primary Owner Name \_\_\_\_\_ Slip# \_\_\_\_\_

All items listed on this Checklist are due BY your rental start date outlined in your slip offer.

- Approved Completed Waitlist Application
- Complete Rental Agreement
- Co-Owners: Anyone (including spouses and children), must be listed on the Rental Agreement, Registration, Insurance and complete all items on this Checklist if you wish for them to be a co-owner for this rental. Primary and Co-Owners are the only people who will be given access to rental information or the facility through the Marina Office. It is not required to list anyone as a co-owner, however the Marina Office will deny access to anyone who is not listed including spouses and children.
- First Month's Rent & Performance Deposit – Must be received before rental start date & boat arrival
- Certificate of Insurance Including:
  - A **minimum \$300,000** Watercraft Liability including Salvage & Cleanup
  - Brickyard Cove Marina listed as **additional insured**
- Current California DMV Vessel Registration OR USCG Documentation
  - Primary Owner listed on Rental Agreement must be listed on Registration. If owned by business or organization, additional items will be needed **BEFORE** rental start date.
  - Bill of Sale or other forms **DO NOT** meet this requirement
  - If the boat was just purchased: To register with the DMV it will likely require a walk in visit where they will give you the registration; if you submit a DMV registration through the mail it could take several months. If you are getting the boat USCG documented we will need a copy of the Running Letter while you wait for the documentation to complete being processed. Before mailing anything in to either DMV or USCG, please confirm with them that you will get one of these 2 items on time as you have to mail in the original paperwork which cannot be obtained again.
- Copy of Current Driver's License or Passport
- Rules & Regulations: Initialed Front & Signed Back (Water & Dry Slips have separate rules)
- Access Agreement Addendum. Keys are an \$11 purchase each.
- (Optional) Authorization Agreement for Preauthorized Payments
  - BYC does not send out monthly invoices. Rent is due on the 1<sup>st</sup> of each month and delinquent if not received by the 15<sup>th</sup>.
  - Credit Cards are processed on the 1<sup>st</sup> of the month. Checking payments are processed on the 1<sup>st</sup> and deducted from your checking account on the 7<sup>th</sup> day of each month. A voided check is required to be attached to the form for checking account verification.
  - Do not email or fax credit card information or write your credit card information on the Preauthorization Payment Form.
- Written Authorization from BYC Office that vessel is cleared for entry onto BYC Property.

**ANY BOAT THAT ARRIVES ON THE BRICKYARD COVE MARINA PROPERTY BEFORE WRITTEN AUTHORIZATION FROM THE MARINA OFFICE STAFF IS CONSIDERED TRANSIENT AND ARE SUBJECT TO TRANSIENT FEES AND PENALTIES.**

**Boats must fit completely within their slips with no extensions overhanging the docks or fairways. Fenders in compression under static conditions indicate that the boat is too wide for the berth. If your boat is too large for the slip that you have been assigned, the boat will not be allowed to stay at the marina. Please ensure that your waitlist application has the correct measurements as slips are offered based on these measurements.**