

## **Rocky Pointe Marina Boat Slip Tenant Check –in Information**

Before a boat can come into a slip we need

1-500k Liability insurance (\$300k on boats under 24'). Rocky Pointe Marina needs to be listed as "additional interest" on the policy. Your insurance broker can email or fax to us. [office@rpmarina.com](mailto:office@rpmarina.com) or fax 503-543-5170.

2- Rental agreement completed and signed\*

3- Rules and Regulations read and signed\*

4- First and last month's rent money, plus a \$5 for a parking tag (only 1 allowed for boats). We accept cash, checks and credit cards (Visa and Mastercard). Dock boxes are available for rent at \$10 per month.

\*these documents are online and can be returned electronically

### **When the above is complete we will**

- Issue a unique gate access code
- Provide a vehicle parking tag
- You are now able to occupy your slip

### **What to expect**

- There is a 30amp outlet and power meter at each slip. We read the meter each month before the 20<sup>th</sup> and add your usage to your monthly bill. We mail out bills on the 20<sup>th</sup> of each month. Your rent is due on the first of the month but we allow until 11:59pm on the 8<sup>th</sup> as a grace period. Rent not paid by the 8<sup>th</sup> will be assessed a \$25 late fee. We can keep your credit card on file if you wish and we will process the first business day of the month. (you will still get a statement sent to you which will indicate how much we will be processing) There is a drop box at the office to leave payments or you may choose to mail your payment or call us each month with a credit card. If you have your banks send auto payments, please schedule payment due as the first of the month and not the 8<sup>th</sup> of the month. Please include your slip# in the memo.
- The water faucets are every 2-3 slips and are shared.
- Restrooms are open 24/7 (some are closed during the winter months) The marina office restroom closes at 5pm daily but there is a big restroom in the upper marina halfway down the dock on the inside. During the winter we close some restrooms to avoid freezing.
- Fuel discount. RPM tenants get .40cents off per gallon on fuel with credit card or .50cents off with cash or check. Let our staff at the fuel dock know you are a tenant to get your discount.
- The pump out is located in the middle marina on the upriver end of the inside dock. It is always open.
- Short term/seasonal moorage typically not provided- 3 month minimum

**. You can spend up to 6 nights per month on your boat in the marina- no liveaboards**

### **Parking/Guests**

- All vehicles must display a parking permit. Boat slip renters receive 1 tag to hang from the rear view mirror. If you have guests or a different car you need to display a guest pass on the dashboard. These are self-serve and located on the front porch of the clubhouse. Guests in the upper parking MUST park in the guest lot located approximately 200ft inside the entrance gate.

**A 30 day Notice to Leave** is required before you are no longer responsible for moorage payments. You cannot transfer any of your slip rent to a new buyer. They must complete their own rental agreement and we will refund you the balance