



City of Des Moines Marina

22307 DOCK AVENUE SOUTH
DES MOINES, WASHINGTON 98198-4627
(206) 824-5700



MOORAGE SUB-LEASE AUTHORIZATION

TO: HARBORMASTER

A. FROM (Tenant Name): _____ SLIP: _____ DATE: _____
(Print)

I hereby authorize the Marina to sublease my slip from: _____ thru _____
(Date) (Date)

By signing this sublease form I acknowledge:

- Marina staff will make every effort to sublease the slip; however, no guarantee of a subleasee is promised.
- Either party must provide a 30-day written notice to terminate the sublease prior to the specified expiration date. If not, one months moorage fee or sublease credit will be forfeited.
- I will comply with all Marina Rules & Regulations, as well as The Best Management Practices for Electrical Safety. (Both documents are available online at www.desmoinesmarina.com or hard copies can be obtained at the Marina office upon request).

TENANT SIGNATURE

DATE

APPROVED BY: _____
HARBORMASTER OR DESIGNEE

A copy of this agreement will be attached to tenant's Marina file as a permanent part of their record.

B. SUBLEASEE: _____ **Account #** _____

In accordance with all Marina Rules and Regulations to the following sub-leasee.

SUB-LEASEE (PRINT)

BOAT NAME

ADDRESS

WN STATE REG #

CITY

TYPE (Power or Sail)

STATE

ZIP

MANUFACTURE

PHONE

COLOR

EMAIL

BOAT
LENGTH

SLIP
LENGTH

LIVEBOARD
(Y/N)

INITIALS

_____	➤ Subleases are limited to six months in any twelve-month period. If the tenant has sold his boat the sublease is limited to four months.
_____	➤ A security deposit from the sublessee will be required for any sublease longer than one month. A 30-day written notice must be given by either party to terminate a sublease before the described expiration date or one month's moorage fee or sublease credit will be forfeited.
_____	➤ Any violation of the Marina Rules and Regulations or the Harbor Code may be cause for termination of this lease. This agreement may be terminated by the Harbormaster if it is deemed to be in the best interest of the Marina.
_____	➤ The first or partial month's moorage is due in advance. Subsequent month's moorage will be invoiced and is due by the 15 th of the following month. The sub-lessee must purchase an access device from the Marina office for access to the slip that is being subleased.
_____	➤ <i>Sublessees are charged a \$3.50 per month flat fee for electricity, which includes the first 30 KW hours of use. Any use over 30 KW hours is billed at the actual cost of .08 cents per KW hour. Currently, this does not apply to storage lot or dry shed tenants.</i>
_____	➤ By signing this sublease form both tenant and sublessee acknowledge they will be in compliant with all Marina Rules & Regulations as well as The Best Management Practices for Electrical Safety (both documents available online at www.desmoinesmarina.com or hard copies can be picked up at the Marina office).
_____	➤ I understand <i>entering into a sublease agreement is specific to myself and my vessel, and that I am not permitted to operate any form of business on Marina property or utilizing my vessel for commercial/business purpose</i> without written authorization from the Harbormaster or designee. Account subject to termination for any unauthorized use commercial or otherwise.

Required Documentation

Please initial:

Sublessee will provide proof of ownership of the vessel that will be moored in the Marina **before** vessel is moored in the Des Moines Marina. Acceptable documents to verify ownership are:

- X_____
- A current Washington State Title as provided in Chapter 88.020 RCW. Or
 - Valid USCG Documentation as a vessel of the United States as described in Chapter 88.020 RCW.

Sublessee will provide proof of insurance in the amount of \$500,000 comprehensive liability, listing the City of Des Moines Marina as an additional insured **before** vessel is moored in the Des Moines Marina.

X_____

Subleasee boat must be removed on day of expiration of this lease agreement or boat will be subject to impound and a \$50.00 per day penalty plus overnight moorage fees.

By signing this sublease form both tenant and subleasee acknowledge they will remain in compliant with all Marina Rules & Regulations as well as The Best Management Practices for Electrical Safety (both documents available online at www.desmoinesmarina.com or hard copies can be picked up at the Marina office upon request).

SUB-LESSEE SIGNATURE

DATE

APPROVED BY: _____
HARBORMASTER OR DESIGNEE

A copy of this agreement will be attached to tenant's Marina file as a permanent part of their record.

STAFF ONLY: Payment Ownership Insurance

STAFF ONLY - Vessel Length Verification

Sub-Lessee: _____

Account #: _____

Start Date: _____

TEMPORARY LEASE AGREEMENT

BOAT INFORMATION Slip # _____

WN# _____

Electricity Meter Reading _____ Date _____

Measured: _____ ft. _____ in. By _____ on _____

with

Anchor Pulpit: _____ Anchor: _____

Bow Sprit: _____ Bow Rails: _____

Dinghy: _____ Kicker Motor: _____ If Yes, Up or Down: _____

Other: _____

COMPLETED DOCUMENTS

Dock Box: _____

INSURANCE

Slip Inspection: _____

REGISTRATION

Photo for file: _____

FINAL CONTRACT

Modifications that can be made if any? :

Notes:
