



## **REQUIRMENTS FOR BERTHING A BOAT AT THE SAN LEANDRO MARINA:**

1. A current driver's license.
2. Current boat registration or documentation. A current copy of your boat registration or documentation **must always** be on file. Provide a current copy of your registration or documentation to the Marina Office upon renewal.
3. Proof of insurance with the San Leandro Marina named as additionally insured. You must maintain a minimum of \$300,000 liability coverage. A current copy of insurance coverage **must always** be on file. Provide a current copy of insurance coverage to the Marina Office upon renewal.
4. A recent photograph of the boat.
5. A recent survey if the vessel is more than 20 years old.
6. A completed berth rental agreement signed by the registered owner(s).
7. Check or cash payment of the current month's prorated rent plus the following month's rent.
8. Check or cash payment of a security deposit equal to one month's rent. (Deposit is refundable upon thirty days written notice of intent to vacate the Marina.)
9. Purchase key(s) @\$20.00 per key. Key(s) are purchased and the charge is nonrefundable.
10. Liveaboard permits are no longer available. However, you may stay 2 nights per week on your vessel.

### **Please note the following:**

Monthly statements are mailed out during the first week of each month.

Payments are considered late if received after the 20<sup>th</sup> of the month.

Payments received after the 20<sup>th</sup> of the month are subject to a 10% late fee.

Thirty days advance notice is required prior to vacating the Marina in order to receive a refund on your deposit.

For your convenience the Marina office takes Visa, Mastercard, Discover, American Express, cash, check, money order or bank cashiers check.

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