

## **Port of Poulsbo – Slip waiting list policy**

### Background

The Port of Poulsbo has a limited number of moorage slips for lease. In order to establish a fair and equitable procedure that will accommodate both the Boating Community and the Port of Poulsbo, the Board of Commissioners is implementing a new waiting list policy.

In the past, the Port has allowed boaters to remain on the list indefinitely with a one time fee of \$25.00 and the list was non-rotating. This policy has created a hardship for those people waiting for slips, and for the Port, in maintaining a list that many would call stagnate. Therefore a new policy is being implemented beginning January 1, 2005.

### PORT OF POULSBO MOORAGE SLIP WAITING LIST POLICY

Those boaters interested in being placed on the waiting list, the new policy is as follows:

1. Complete the Port of Poulsbo waiting list application. This may be obtained from the business office at the Port of Poulsbo.
2. Provide a \$25.00 fee to the Port in the form of personal check or cash (fee's are for administrative costs).
3. Once you are placed on the waiting list, your name will remain on the list until January. The waiting list fee shall be pro-rated by 50% if applying to the list after June.
4. When you are called and informed the slip size you requested is available, and you refuse the slip, your name will move to the bottom of the moorage waiting list. After refusing a slip for the second time your name will be removed from the list. Once you are notified that a slip is available you have 3 working days to respond. It is the boater's responsibility to provide the Port of Poulsbo with a viable telephone number, e-mail address or contact number in order to meet the 3-day criteria.
5. You must renew your waiting list application for another 12 months and pay an additional \$25.00 administrative fee on or before January 1<sup>st</sup> of each year.