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Temporary Live-Aboard Transfer

Policy

PORT OF POULSBO

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Executive Approval: February 5, 2015

Commission Adoption: February 5, 2015

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| Temporary Live-Aboard Transfer Policy | Logo1inch.png |

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| **1. POLICY STATEMENT** |

This policy is intended to provide Poulsbo Marina live-aboard Licensees with the means to temporarily transfer their live-aboard status to other marina Licensees currently on the live-aboard waitlist.

The result of this policy will be expanded services for Port Licensees.

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| **2. POLICY GUIDELINES** |

1. Definitions
   1. Primary Live-Aboard – The permanent Licensee who has an executed *Authorization To Live Aboard* form and is temporarily forfeiting his/her live-aboard status to a Temporary Live-Aboard.
   2. Temporary Live-Aboard – The permanent Licensee who is temporarily assuming the live-aboard status from a Primary Live-Aboard.
2. Licensee Responsibilities
   1. Primary Live-Aboard
      1. Primary Live-Aboards are responsible for the following fees, payable to the Port, during the transfer period:
      2. monthly moorage charges.
      3. 50% of the live-aboard fees.
      4. Primary Live-Aboards must provide a minimum of thirty (30) days notice to the Port prior to ending the transfer period.
      5. Primary Live-Aboards must complete and sign the *Temporary Live-Aboard Transfer Agreement* prior to commencement of the transfer period.
   2. Temporary Live-Aboard
      1. Temporary Live-Aboards are responsible for the following fees, payable to the Port, during the transfer period:
      2. monthly moorage charges.
      3. 100% of the live-aboard fees.
      4. Temporary Live-Aboards must complete and sign the *Temporary* *Live-Aboard Transfer Agreement* prior to commencement of the transfer period.
3. Port Responsibilities
   1. Manage the logistics of the Live-Aboard Transfer program.
   2. Conduct live-aboard inspections on Temporary Live-Aboard vessels.
   3. Collect all moorage charges and live-aboard fees.
4. General
5. *Temporary Live-Aboard Transfer Agreements* will not be authorized for a period less than two months.
6. Temporary Live-Aboards may terminate the *Temporary* *Live-Aboard Transfer Agreement* by giving notice ten (10) days prior to the end of the month.
7. Live-aboard fees will not be prorated.
8. The time a Temporary Live-Aboard spends living aboard his/her vessel during the transfer period, shall not count toward the time allowed in Section 3 of the *Moorage License Agreement*.
9. A Primary Live-Aboard will have the right to stay aboard his/her vessel for the time allowed in Section 3 of the *Moorage License Agreement* during the transfer period.