



18809 Front St. NE Box 1 Poulsbo, WA 98370
Phone (360)779-9905 ext.1; Fax (360)779-8090
reservations@portofpoulsbo.com

RESERVATION AGREEMENT

The terms and conditions of this agreement between the Port and the undersigned are as follows:

Group Name _____ Contact Person _____
Address _____ Zip _____
Phone Home _____ Phone Cell / Office _____
E-mail address _____

NOTE:

- Reservations are secured by paying a **\$5.00 fee per vessel**. This fee is nonrefundable, nor applicable to moorage.
- **No reservation is guaranteed until payment is received.**
- Our office will need a list of vessels complete with name, length overall (LOA) and beam for each. Below is a complete list of regulations and policies. **Please read them carefully.**

Arrival Date _____ Date of Departure _____

Number of 40' Slips _____ Number of 30' Slips _____ Number of End-tie Slips _____

(Check room or barge) Multi- Purpose Room (MPR) _____ Party Barge _____ Total Number of Slips _____

Total Slip Reservation Fee (total # of slips x \$5.00 per vessel) \$ _____

Total Reservation Fee Owed \$ _____

PAYMENT INFORMATION:	Check <input type="checkbox"/>	Credit Card <input type="checkbox"/>	
Card Type	_____	_____	_____
MC VISA	card number	exp date	CVV Code
	_____	_____	_____
	Signature	Date	

Agreement Regulations and Policies

1. **GUEST MOORAGE AGREEMENT.** Slip moorage is for recreational and pleasure only and shall not be used for any commercial purpose without consent of the Port of Poulsbo.
2. **TERM.** The term of this agreement shall be day to day unless otherwise specified. Departure date shall be as stated above unless otherwise noted.
3. **RESERVATION FEE.** The reservation fee is \$5.00 per vessel. This fee is nonrefundable, nor applicable to moorage. The reservation fee is due to the port office **no later than 14 days prior** to the arrival date and must be in the form of either a single check or credit card. Failure to do so could result in the forfeit of all reserved slips. The Port will not accept individual payments for group reservations. No reservation is guaranteed until payment is received.
4. **CANCELLATIONS.** Cancellations must be made **no later than 14 days prior** to the arrival date.
5. **CHECK-IN.** The group organizer must check in at the guest moorage office upon arrival.
 - **Off Season** check-in: 1:00 pm check-in deadline: 4:00 pm
 - **Peak Season & Holidays** check-in: 1:00 pm check-in deadline: 6:00 pm

NOTE: - Peak Season is considered Memorial Day weekend through Labor Day weekend.
- Peak Season check-in, for weekend rendezvous, shall be on the preceding Friday.
- Slips not occupied by the check-in deadline may be forfeited to the Port for use.
6. **CHECK-OUT.** Check-out time is 12:00 PM on the day of departure. Late Check-out (departure between 12:00 PM and 4:00 PM) is an additional \$5.00.
7. **SERVICE CHARGES, INTEREST.** Guest shall pay the Port a service charge of \$50.00 for every check returned by guest bank for insufficient fund or for other reasons.
8. **UTILITIES.** The Port is not in the business of providing electricity and does not warrant or guarantee the continuity or characteristics of electric service or it's compatibility with a boat's electric current protector, if any, or any effects of electrolytic action.
9. **RELATIONSHIPS OF PARTIES.** It is mutually agreed that the Port does not accept vessels for storage and shall not be liable, in any manner, for their safekeeping or condition of their tackle, gear, equipment or property, either upon the boat or upon Port premises. The Port shall not be liable and guest waives all claims and recourse against the Port, including right to contribute, for any loss, injury, or damage to any person or property on or about rented premises from any person or property on or about rented premises from any cause whatever, including latent defects, and guest shall indemnify, hold harmless and defend the Port and it's officers, agent and employees against any and all claims arising in any way from guest use of Port premises.
10. **CONDITIONS OF BERTHAGE SPACE.** Guest has inspected the slip and is satisfied that it is adequate for the safe mooring of vessel. Guest will keep the rented space neat, clean, orderly, free of flammable substances. Guests will preserve the space in good condition and repair. Guests will comply with all applicable laws and with the rules and regulations of the Port of Poulsbo.
11. **EMERGENCY SERVICES / ACCESS.** Guest will fully compensate the Port for reasonable cost of any emergency or other services rendered which the Port, at its sole discretion, deems necessary for safekeeping or safety of guest's vessel or other vessels in the marina, including, but not limited to, fire fighting, securing lines, and pumping out vessel. Guest grants The Port free

access to vessel for purposes of compliance with this agreement, reassignment of berth or emergency services; however, The Port does not assume any responsibility for boat on the basis for the foregoing rights.

12. **NONWAIVER.** Nothing contained in this agreement or any act or failure to act by the Port shall be constructed as a waiver by The Port of any rights or privileges created by this agreement nor of any rights which the Port may have against Guest or Guest boat, nor of the Port's rights to arrest any vessel to enforce a maritime lien, nor a waiver of any other right or remedy under the laws of the state of Washington.
13. **TRANSFERS AND ASSIGNMENTS.** This agreement and Guest's rights hereunder are not transferable or assignable. In addition, Guest may not sublet or assign the right to use the slip.
14. **ATTORNEY'S FEES.** In the event that action or legal proceeding is brought to enforce any provisions of this agreement, The Port of Poulsbo shall be entitled to recover all cost plus reasonable attorney fees from the Guest.
15. **ENTIRE AGREEMENT / AMENDMENTS.** This agreement constitutes the entire agreement between the parties. The Port reserves the right to amend the terms of its Rules and Regulations from time to time.
16. **NO OVERBOARD DISCHARGE OF HEAD OR WASTE MATERIALS AT SLIP OR IN LIBERTY BAY.** Head Pump-out equipment is located at Fuel Dock, for use free of charge.

Authorized Signature _____ Date _____

FOR PORT USE

Amount Paid \$ _____ **Date Received** _____

Method of Payment _____ **Emp. Initials** _____ **Reservation Logged** **YES** **NO**