

PORT OF POULSBO  
P.O. Box 732, Poulsbo WA 98370  
(360) 779-9905

## Application For Live-aboard Status

**NOTE: applicants must be current Poulsbo Marina Licensees.**

Name: (Please Print) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Home): \_\_\_\_\_ (Work): \_\_\_\_\_

E-mail: \_\_\_\_\_

Boat Length: \_\_\_\_\_ Beam: \_\_\_\_\_ Draft: \_\_\_\_\_

Current Slip(s) \_\_\_\_\_ Which boat will you be living on? \_\_\_\_\_

**NOTE: The Port will conduct a background check (including credit) on all live-aboard applicants eighteen (18) years of age and older. Live-aboard applicants will be responsible for the following fees at time of background check:**

- **Administration Fee: \$50.00**
- **Background Check Fee (per person): Actual Cost**

\_\_\_\_\_  
Applicant Signature Date

OFFICE USE ONLY

This application is accepted on \_\_\_\_\_, 20\_\_\_\_\_.

By \_\_\_\_\_ on behalf of The Port of Poulsbo.

## REVIEW GUIDELINES

1. **Customer File Review:** The Port will conduct a review of the information contained in the customer file of each applicant. This information will include, but not be limited to, payment records and records of misconduct.
2. **Background Check Review:** The Port will conduct a background check on all Live-aboard applicants eighteen (18) years of age and older. All information contained therein will be considered during the applicant's evaluation.

## APPROVAL/DENIAL

1. Approval or denial of Live-aboard application will be based in whole or in part on information contained in the applicant's customer file and information obtained in a consumer report.
2. If the applicant has an exemplary record, he or she will be approved without conditions.
3. If the applicant has outstanding debt with any Port District, or has felony convictions, his or her application may be declined. In cases of outstanding debt to a Port District, the applicant may re-apply after the debt has been satisfied.
4. If the applicant has had <sup>1</sup>problems with his or her Port of Poulsbo payment record within the past twelve months, he or she may be approved with <sup>2</sup>conditions.

<sup>1</sup> **Having a problem with one's Port of Poulsbo payment record** is considered as having a delinquency and/or chronic late payments within the past twelve months.

Chronic late payments are defined as having at least three (3) late payments within a twelve-month period.

<sup>2</sup> **Conditions for approval** will be determined by the Executive Director, and may include such things as additional security deposits and/or automatic moorage payments.