

PORT OF ILWACO
165 Howerton Way SE - P.O. Box 307
Ilwaco, WA 98624
(360) 642-3143 Fax: (360) 642-3148

MOORAGE WAIT LIST PROCEDURES AND APPLICATION FORM

1. Persons wishing to be on the wait list for annual moorage, requesting a specific dock or slip, must complete and submit written application to the Port. A wait list for each berth length will be compiled, regularly updated, and maintained in the Port Office. Regular moorage assignments will be made from these lists based on the needs of the Port and seniority dates.
2. A NON-REFUNDABLE REGISTRATION/ADMINISTRATIVE FEE OF \$40.00 PER CALENDAR YEAR will be charged and must be renewed on a calendar-year basis. This fee is an administrative fee; it must be paid at the time of application (grandfathered customers must pay within 45 days of this approval), it does not apply to moorage and is non-refundable.
3. Vessels, including all attachments, are required to fit within the length and width of their slip. If the stated vessel length on the Moorage Agreement differs than the vessel's Length Overall (LOA) measured by Port Staff, the Port reserves the right to terminate the Moorage Agreement if the vessel cannot be relocated to an appropriately sized slip.
4. Special terms for Floats E, J and M (north side only) – the Port will not accept a request for a vessel less than 40 feet in overall length for E, J, or the north side of M floats unless approved in writing by the Port Manager. Any vessels under 40 feet currently under a moorage contract with a slip assignment on E, J, or the north side of M floats prior to July 2, 2019 shall be considered grandfathered and may remain in the assigned slip, unless deemed otherwise under the authority of Port Manager.
5. Charter or commercial fishing vessels will have priority over any recreational vessel on the wait list. In order to have priority on the wait list, the customer shall provide proof of an active charter license in the name of the wait list applicant. In the case of a commercial vessel, the customer shall provide proof the vessel is used for commercial fishing purposes.
6. Wait list applicants may move to another wait list, one time, and maintain their seniority date as long as the move is requested prior to being offered a slip assignment.
7. Once contacted, an applicant has 72 hours to accept or decline the offered moorage. If the applicant cannot be contacted within fifteen (15) days, the listing shall be canceled and applicant will have no further rights to slip assignment under that listing.
8. A wait list applicant must have all necessary moorage requirements (new moorage application, proof of insurance, registration, payment, etc.) completed within ten (10) days of acceptance or the listing shall be canceled and applicant will have no further rights to slip assignment under that listing.
9. If an applicant fails to renew the annual wait list registration, within 30 days of the date of billing, the listing shall be subject to cancellation.
10. Applicant is responsible for keeping the Port advised of applicant's current address and telephone number and informing the Port, in writing, of any changes in any information on the wait list.
11. It is the applicant's responsibility to provide an emergency contact for use by the marina office in the event that moorage becomes available and the applicant temporarily cannot be reached at the address listed on the application.
12. Offers for long-term moorage or re-assignment to a slip requested will only be made to customers in good standing.
13. The wait list does not apply to live-aboards or vessels seeking transient moorage.
14. The Port Manager, or designee, is authorized to accept or deny or modify any wait list assignments and his/her decision shall be final.

MOORAGE WAIT LIST PROCEDURES AND APPLICATION FORM (continued)

PLEASE PRINT

Applicant's Name: _____ Dock Preferred: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Home Phone: (____) _____ Cell Phone: (____) _____ Work Phone: (____) _____

Mark One:

Commercial Fishing Vessel _____ (proof required – please attach)

Charter Vessel _____ (proof required – please attach)

Recreational _____

Make of Boat: _____ Model: _____ Power Required: Y____N____

Vessel Length: _____ **Overall Length (including motor):** _____ Width: _____ Draft: _____

Boat Name: _____ Registration/Doc. # _____

Alternate Contact: _____ Phone: _____

Applicant acknowledges having read, understands and agrees to comply with the above noted procedures.

Date: _____

Signature

FOR PORT USE ONLY:	Account #: _____
Date Received: _____	Payment Method: _____ Seniority Date: _____

Slip Offered: _____	Date Offered: _____
Declined: <input type="checkbox"/>	Date Declined: _____ Reason for declining: _____
Accepted: <input type="checkbox"/>	Date of Acceptance: _____ Effective billing date: _____