



# KINGMAN YACHT CENTER



## 2018 WINTER DECOMMISSIONING CHECKLIST

**Thank you** for entrusting the care of your boat to Kingman Yacht Center. We are proud of your confidence in us, and in our ability to deliver the quality of service that you expect. To help us properly schedule your storage and service, please complete and return the enclosed 2018 Winter Decommissioning Form as soon as possible.

The Service Department at Kingman Yacht Center provides full marine services year round. This winter we'll be working on a wide variety of projects, including repowers, hull repairs and modifications, topside recoatings, Flexiteek decking, and electronics installations. If you would like to discuss any repair or refitting needs, we'll be happy to work with you to develop a program that suits both your budget and your schedule.

Please feel free to call Chris Gagne at Ext.105, or John Burman at Ext.111 to discuss your decommissioning questions, or any problems or concerns you may be having with your boat.

Our Service Department will be open Monday through Saturday through October. Please call ahead to confirm our weekend hours as they may be abbreviated later in the fall. We are always available to meet with you by appointment on weekends.

Our Launch Service and Fuel Dock will be available on a more limited, off-season schedule through the end of October. Water will be available through November, weather permitting.

*Please refer to the following checklist for answers to frequently asked questions about your storage and decommissioning.*



### KEYS AND COMBINATIONS

Boat keys must be on file for all winter-stored boats prior. Please be sure to provide us with a set of boat keys and/or your boat's lock combination. If keys are already on file, please make a note in the "Key Location" section of the form. Otherwise, please arrange to drop off a set.



### WINTER STORAGE CONTRACT PERIOD

Reservations are required before delivery of your boat. The on-land winter storage contract period runs from October 1<sup>st</sup> through Memorial Day. In-water storage runs from November 15<sup>th</sup> through March 31<sup>st</sup> and outside of those dates the marina will place your boat in an appropriate slip or mooring as available. While we will do our best to accommodate individual requests to extend your stay beyond the contract period if necessary, dockage and mooring space is limited. Unless otherwise arranged with the marina, boats staying at our docks and moorings before or after the winter storage contract period will be charged dockage or mooring fees at twice the daily rate.



### SPRING LAUNCH DATE

Please note your Preferred Spring Launch Date in the top section of the Winter De-Commissioning Form. This information helps us to map out storage locations and schedule hauling to best meet your needs.



### STORAGE LOCATION

Your storage location is determined by many factors, including haul and launch dates. Although we cannot guarantee a specific location, we will consider your request. When you confirm your haul out and anticipated launch dates, we can discuss any preferred locations.

(OVER)



### CREDIT CARD ACCOUNT PAYMENT

Kingman Yacht Center requests that all service customers set up a credit card payment system. This accounting convenience will assist us in honoring your requested launch date by avoiding last minute coordination of the required payment of outstanding bills. To do this, simply complete the credit card information in the "Authorization" section on your Winter Decommissioning Form, or call Blake McLaughlin at Ext.108 in the Billing Department.



### CUSTOM TOTAL DECOMMISSIONING / COMMISSIONING PACKAGE

We would be pleased to quote on a complete decommissioning package that offers you savings on numerous flat rate services. Your package will be customized to your boat's requirements and includes a full survey of your boat's systems. Please call Chris Gagne at Ext.105 or John Burman at Ext.111.



### STORAGE DISCOUNTS FOR MAJOR REPAIR PROJECTS

Major refits, repowers, topside recoatings, osmosis repair jobs, etc. may qualify for storage discounts or credits. Please call us to discuss your ideas.



### RESTRICTIONS

Boat owners are restricted from performing certain types of work on their vessels. These jobs have been prohibited primarily because of extensive regulations regarding disposal of toxic waste from paints, etc., and the potential liability of unregulated use of open flame. These services, therefore, may be performed only by authorized Kingman Yacht personnel. For complete details regarding any restrictions, please refer to the "*Winter Storage Terms & Conditions*" accompanying your Winter Storage Contract. Thank you for your compliance. Please pay particular attention to the following:

- No use of any open flame devices.**
- No installation of heat shrink covers.**
- No bottom preparation or painting.**
- No sanding of hulls or spray painting.**



### HAZARDOUS WASTE DISPOSAL

All waste oil, filters and batteries must be disposed of (a) where they were purchased, (b) at home, or (c) at the Kingman Parts Department counter. Our Parts Department is open Monday-Friday from 7:30 am to 4:15 pm. Handling charges: \$1.50 per quart of oil, \$2.00 per filter or \$5.00 per battery. *Do not leave toxic/hazardous waste in or outside the dumpsters, or in any other location on site, as this is a violation of State and Federal regulations and may expose you to fines or other penalties. Kingman Yacht Center takes great care to protect our environment and will prosecute violators to the fullest extent of the law. Surveillance cameras are in use.*



### ELECTRICITY AND WATER

Electricity and water are available on the property. A fee of \$50.00 is charged for the use of these utilities during each the decommissioning and commissioning periods. Water will be turned off at the first risk off a freeze. Electric service throughout the winter is available in some locations by special arrangement and at additional cost.



### OUTSIDE CONTRACTORS

If you bring in outside contractors to work on your boat, they must check in at the office upon arrival and provide proof of appropriate insurance and Right To Know and hazardous material training. Boat owners may be required to pay a \$38 / hour overhead fee for the time during which the outside contractor is working here. Please contact the office for details.



### NO TYING OF BOAT COVERS TO STANDS OR POPPETS

Secure boat covers to or around your boat only. Tying covers to stands is not permitted since high winds can lift covers and shift the weight and balance of your boat. Please inquire at the main office if you have questions or concerns.