



March 3, 2011

Dear Afton Marina & Yacht Club Boaters:

Spring is almost here! It's finally time to schedule the summerization and launch of your boat! As in previous years, the specific order of launch will be determined by the order in which the Marina receives completed launch request forms. We will again be following a weekly launch schedule. To assure that we can launch your boat within your requested week, it is essential that you complete and return your request form as soon as possible. If you are planning to summerize your boat yourself, you are required to be present when your boat is launched. Those summerizing their own boat will be required to remove their boat from the service dock immediately following launch.

The Service Department cannot guarantee a specific date or time of launch for your boat. Your boat needs to be ready for launch no later than Monday at 7:00 a.m. the week it is scheduled. This includes coordinating shrinkwrap removal if you did not have the Marina wrap your boat when it was hauled-out last fall. In the instance that the shrinkwrap is not removed by the date of your requested launch, you will be notified and your boat will be launched at our earliest opportunity. If you had the Marina wrap your boat last fall, it will be unwrapped just prior to launch, your boat will be rinsed off, the canvas will be installed and the decks will be scrubbed. This year we have teamed with The Handy Harbor Crew to offer cleaning and detailing services, contact the service office for a quote or with questions.

In the event that we have a flood, we will be in communication with you during the process to ensure your piece of mind. We have a plan in place and are as prepared as ever to handle what Mother Nature sends us. With the high probability of a flood this year it is important for you to send in your launch forms early so we can complete all of the scheduled work in a timely manner.

If you have not given the Marina a set of keys for your boat, please do so at your earliest convenience. A secure key board is maintained by the Marina in the office. This inventory of keys is maintained to allow employee access to your boat in case of emergency, for service calls and for launch and haul-out. It is in your best interest to make sure the Service Department has ignition and cabin keys for your boat.

The marina is requiring that a valid credit card be kept on file before your boat may be summerized or launched. If the marina does not currently have your credit card on file, you will be contacted for credit card information following submission of your summerization request form. Summerization charges will automatically be billed to credit cards if payment is not received within 30 days of invoiced charges. You may also use your credit card for payment if you choose.

Please feel free to contact me regarding any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian Schroeder', written in a cursive style.

Brian Schroeder

Service Coordinator

Afton Marina & Yacht Club, Inc.

651-436-2679

service@aftonmarina.net



SPRING LAUNCH REQUEST 2011
FAX (651) 436-8828
(PLEASE RETURN THIS SHEET ONLY)
FAX: 651-436-8828 EMAIL: service@aftonmarina.net

NAME: _____
 ADDRESS: _____
 CITY/STATE/ZIP: _____
 CONTACT INFORMATION: PHONE: _____ EMAIL: _____
 BOAT MANUFACTURER: _____ BOAT LENGTH: _____
 BOAT NAME: _____ SLIP NUMBER: _____

KEYS IN SERVICE: YES _____ NO _____
 COMBINATION LOCK: YES _____ NO _____
 COMBINATION: _____

MY BOAT WAS COVERED BY AFTON MARINA _____ OUTSIDE VENDOR _____

** IF AN OUTSIDE VENDOR COVERED YOUR BOAT PLEASE HAVE THE BOAT UNCOVERED BEFORE MONDAY OF THE WEEK YOU HAVE REQUESTED FOR LAUNCH.*

** PLEASE NOTE: IF YOU HAVE REMOVED THE BATTERIES IN YOUR BOAT, PLEASE MAKE SURE THEY ARE INSTALLED BEFORE YOUR LAUNCH DATE.*

LAUNCH DESIRED

- | | |
|--|---|
| <input type="checkbox"/> 1 ST WEEK 4/11 | <input type="checkbox"/> 5 TH WEEK 5/9 |
| <input type="checkbox"/> 2 ND WEEK 4/18 | <input type="checkbox"/> 6 TH WEEK 5/16 |
| <input type="checkbox"/> 3 RD WEEK 4/25 | <input type="checkbox"/> 7 TH WEEK 5/23 OR LATER |
| <input type="checkbox"/> 4 TH WEEK 5/2 | |

SERVICES DESIRED

COMPLETE SUMMERIZATION YES _____ NO _____

IF YOU WANT THE SERVICE DEPARTMENT TO DO A PARTIAL SUMMERIZATION, THEN PLEASE EXPLAIN: _____

PLEASE SCHEDULE A WORK ORDER ON THE FOLLOWING ITEMS:

- | | |
|---|---|
| <input type="checkbox"/> OIL & FILTER CHANGE(S) | <input type="checkbox"/> TUNE-UP(S) |
| <input type="checkbox"/> DRIVE SERVICE(S) | <input type="checkbox"/> IMPELLER REPLACEMENT |
| <input type="checkbox"/> BOTTOM PAINT | <input type="checkbox"/> WASH SLIP CANOPY (UNDERSIDE ONLY) |
| <input type="checkbox"/> CANVAS | <input type="checkbox"/> OTHER (PLEASE CONTACT ME FOR SPECIFIC INFORMATION) |

SIGNATURE _____ DATE _____

** NOTE: IF YOU ARE SUMMERIZING YOUR OWN BOAT YOU MUST BE AT THE MARINA WHEN YOUR BOAT IS LAUNCHED.*



2011 SUMMERIZATION CHARGES

DIESEL ENGINE(S)	\$53.50 EACH
GAS ENGINE(S)	\$40.75 EACH
JET ENGINE(S)	\$29.75 EACH
OUTBOARD ENGINE(S)	\$22.75 EACH
GENERATOR	\$28.00 EACH
WATER SYSTEM	
HOT	\$8.50 EACH
COLD (INCLUDES DECK WASHES)	\$8.50 EACH
WASHING MACHINE	\$14.75 EACH
DISH WASHER	\$14.75 EACH
WATER HEATER	\$22.50 EACH
AIR CONDITIONER	\$9.00 EACH
ICE MAKER	\$9.00 EACH
TOILET	\$8.50 EACH
LAUNCH FEE	
UNDER 50FT	\$6.00 PER FT
OVER 50FT	\$7.25 PER FT
WASH SLIP CANOPY (UNDERSIDE ONLY)	
36FT AND UNDER	\$100.00 EACH
40FT AND OVER	\$150.00 EACH

TERMS:

1. AFTON MARINA & YACHT CLUB IS NOT RESPONSIBLE FOR ANY COLD WEATHER DAMAGE THAT MAY OCCUR AFTER YOUR REQUESTED LAUNCH DATE.
2. ALL MEMBERSHIP DUES MUST BE PAID IN FULL PRIOR TO BOAT BEING LAUNCHED
3. ALL PAST DUE ACCOUNTS MUST BE PAID IN FULL PRIOR TO BOAT BEING LAUNCHED
4. AFTON MARINA AND YACHT CLUB, INC. MUST HAVE A CURRENT COPY OF YOUR INSURANCE CERTIFICATE ON FILE FOR YOUR BOAT BEFORE LAUNCH.
5. AFTON MARINA AND YACHT CLUB, INC. IS NOT RESPONSIBLE FOR DAMAGE TO BOATS CAUSED BY EXTREME WEATHER CONDITIONS.
6. ALL TRANSPORTS MUST NOTIFY FRONT OFFICE PRIOR TO REMOVING ANY BOAT FROM THIS MARINA
7. IF YOU ARE SUMMERIZING YOUR OWN BOAT YOU MUST BE AT THE MARINA WHEN YOUR BOAT IS LAUNCHED
8. IF AN OUTSIDE VENDOR COVERED YOUR BOAT, PLEASE HAVE THE BOAT UNCOVERED BEFORE MONDAY OF THE WEEK YOU HAVE REQUESTED FOR LAUNCH.

**Must be completed and included with your
launch request.**

Afton Marina Payment Policy

All payments are due on receipt of invoice.

Afton Marina requires a credit card on file to secure payment on account prior to launch.

(A 2% discount will be applied if pre-payment with cash or check is made on estimated charges prior to launch date.)

Credit Card # _____

Expiration date _____

Signature authorizing credit card to be charged _____

Check box if you would like your haul out charges applied to your credit card when work is completed.

Note: A \$45 late fee plus 1.5% finance charge will be charged for all accounts 30 days past due. Late fees and finance charges are charged on all balances in 30 day intervals.