

Dock Operations Policy

A. GENERAL POLICIES

1. Use of the Docks

- a. All members of the SYC (hereafter known as the “Club”), their guests and guests from other yacht clubs are encouraged to use and enjoy the docks and slips to the maximum extent possible in accordance with the provisions of this policy. Every effort will be made to manage these assets to achieve the highest level of satisfaction for the membership by the exercise of traditional courtesies, careful seamanship and good judgment on the part of everyone. The conduct of all persons on the dock, both members and guests, shall at all times be that of gentlemen and ladies and in accordance with the by-laws of the Club and this policy. Any exception to these rules requires prior approval of the SYC Board of Trustees.
- b. Whenever there is a Club function and all slips and berths have been assigned, rafting at the ends of the docks will be considered to accommodate an overflow of visitors. The yachts arriving to join a raft will provide fenders adequate in size and number, to protect the yacht to which they will raft. “Mediterranean Style” anchoring is prohibited.
- c. Except as is otherwise stated herein, living aboard boats, that is the use of one’s boat as a residence or primary shelter, while moored at the SYC is prohibited. SYC slip-holders will use their assigned slips and are governed by these rules and the terms of their lease or rental agreement.

2. Dock Master Responsibilities

- a. The Dock Master shall have the authority to move any boat moored at the dock for the purposes of construction, dredging or the safety of the boat or other boats or property. The Dock Master shall have the authority, not the responsibility, to take other appropriate actions to safeguard any boat moored at the Club’s dock and to bill the owner for any expenses incurred. This authority shall not relieve the owner of ultimate responsibility for his/her boat.
- b. No member or guest of a member shall, without permission, board the boat of any other person except in the case of an emergency or in connection with Dock Master business.
- c. The Dock Master will use e-mail as the official method of communication with slip holders. Slip holders are responsible to keep a current e-mail address on file with the Dock Master. Slip holders should check their e-mail regularly.
- d. The Dock Master shall take the lead for SYC to maintain the “Virginia Clean Marina Status”. Specific to this task the Dock Master shall inform and encourage SYC boaters on environmentally friendly practices, maintain and post appropriate emergency plans and maintain a small oil spill kit.

3. Use of Pump-out station.

Every effort will be made to keep the berth adjacent to the Pump-out station available for its use. A Porta-potty clean-out facility is available at the bathhouse. Pump-out operating instructions will be posted inside the pump house. Boat owners are encouraged to use the pump-out facility for emptying their on-board sanitation systems. Except under special circumstances, the pump-out facility should not be used during Club functions.

4. Owner's Responsibility

- a. Owners are responsible for the safety and security of their boats and their on-board property at all times. Owners must secure their boats with mooring lines sufficient in size, condition and number. Owners must also keep their boat in presentable and seaworthy condition. Owners must take the specific actions required by the SYC HURRICANE PLAN when the National Weather Service declares a HURRICANE WATCH or HURRICANE WARNING for the SYC area. SYC assumes no responsibility or liability for lost or damaged property.
- b. Boat owners must keep finger piers and walkways clear at all times and tie off halyards and any other rigging to eliminate "slapping noise". Boat owners will not operate, work on, nor permit operation or work on their boat in such a manner as to cause discomfort, inconvenience or danger to another dock occupant.
- c. Boat owners shall periodically review the terms of their lease and this Dock Policy.

5. Storage

- a. Gear storage boxes are not permitted on the dock. Boat gear may not be stored on the dock. Dinghies and yacht tenders will be stored either onboard the yacht or in the designated storage area.
- b. A dinghy, tender or other small boat that can be handled by one or two persons may be kept in the covered storage facility or area adjacent to it or as directed by the Dock Master. Owners of these boats are expected to properly maintain them. Owners may be required on occasion to move them for grounds maintenance.

6. Dock Rules

- a. No boat owner shall permit any external cooking (including barbecue grills, either gas or charcoal) on boat's stern pulpit, mounted or otherwise, or on the dock. The only cooking facility that may be used while a boat is at the dock is the boat's galley stove.
- b. Owners of boats for sale shall not use the SYC name in any advertisement for sale, nor display a "For Sale" sign on any vessel while moored at the SYC docks.

- c. Boat owners must notify the Dock Master and/or the chair of House and Grounds when contractors are scheduled to work on their boats. Boat owners must provide the name of the contractor, the purpose of the contractor's visit and the date(s) when the contractor is scheduled to work on their boat. The boat owner, even when not present, is responsible for the actions of their contractor while the contractor is at SYC. This also applies when a boat owner has a non-member perform work on their boat when the boat owner is not on site.
- d. Persons fishing or crabbing from the dock or moored boats must give way to boats approaching or leaving the dock. Special care shall be taken to insure the dock is clean after these activities.
- e. Children under the age of 12 will not be allowed on the dock or on boats moored at the dock without proper adult supervision.
- f. Swimming and diving from the dock is prohibited. All persons entering the water near boats, which are connected to shore power, should be aware of the potential for electrocution.
- g. Pets must be leashed and under owners' control at all times while on the dock. Owners are responsible for cleaning up after their pets.
- h. Members and their guests are to use the parking lot to the north of the Clubhouse when leaving the Club premises on their boat. On weekends between May 1 and November 1, parking at the dock access is limited to 15 minutes for loading and unloading vehicles. Only vehicles with a valid handicapped parking permit may park in front of the dock access and leave the Club property on their boat. Members working on club maintenance or improvement projects may park in the dock access area. Contractors working on a member's boat are allowed to park in this area. Persons parking or unloading at the dock must consider the potential need for emergency vehicle access. The turnaround and fire department connection must always remain clear and accessible. All vehicles must park in the parking lot north of the Clubhouse during Club events or Clubhouse rentals.
- i. Water hoses shall be fitted with "auto shut off nozzles".
- j. Boat owners are encouraged to follow environmental friendly practices. Discharge of head wastes is prohibited at SYC docks. Discharge of grey water is discouraged at SYC docks. Boat owners shall not deposit waste oil or batteries in the SYC dumpster; instead you are encouraged to deposit these at the York County Recycling Center. Boat owners should use environmentally safe soaps, solvents and antifreeze. Boat owners are encouraged to recycle food and beverage containers.

B. VISITORS

1. On arrival, visitors are encouraged to survey the dock facility and note the location of dock safety and security features: throw rings, swim ladders, fire extinguishers, water supply, lighting, etc. Only the Dock Master or his representative will assign available berths and slips to eligible visiting yacht owners. Requests for a slip or berth are to be made in advance. Assignments will be made based on the order in which reservations are received. Visiting boats shall not secure up in any vacant slip unless approved by the Dock

Master or his representative. The Dock Master's representative may be a member of his committee or a Club member appointed to manage the docks during an event on the Club's calendar.

2. Owners of all boats visiting the SYC docks connecting to the dock electric system may be charged a daily fee for electric service. Visiting boat owners will also be required to pay a daily dockage fee, except as indicated below. Dockage and non-sub-metered electrical connections fees are established by the Board of Trustees and are shown on the SYC Dockage forms. The visitor will complete the SYC Dockage form and pay for dockage and electricity prior to departing the dock. Payment, if not given directly to the Dock Master, may be placed in an envelope addressed to the Dock Master and left on the Dock Master's bulletin board at the Clubhouse or mailed to his attention at the Club's Post Office address.
3. Visiting members of other yacht clubs shall not be charged for dockage their first night per year. The duration of their stay shall be similarly limited as for SYC members. (See 5. Below.)
4. Visiting members of other yacht clubs, or guests of SYC members, participating in sanctioned Club calendar events, will not be charged dockage fees during the inclusive dates of the event.
5. Visits by Seaford Yacht Club members *who are not* slip-holders:
 - a. A *normal term visit* is a *periodic* visit of one to three nights duration, usually, but not restricted to a weekend or for a Club calendar event. Any extension of a normal term visit beyond three nights requires the boat owner to provide written justification to the Dock Master outlining the circumstances and expected departure. Additionally, a per day dockage fee will be charged beginning with the fourth night.
 - b. During the usual boating season, i.e. May through October, and on the occasion and duration of a normal term visit, visitors or slip-holders desiring to stay aboard their boat overnight while at the docks are permitted to do so, but such permission is limited to 3 nights. This permission is likewise granted to visitors, including visiting members of other clubs, guests of SYC members, to include those who live aboard their vessel (the vessel is their residence) but such permission is also limited to 3 nights.
 - c. As an exception to the requirement that fees be paid prior to a boat departing the dock, any SYC member who intends to be a "*frequent visitor*" during the season may apply for this status by submitting a short letter to the Dock Master. The "*frequent visitor*" will maintain a record of visits jointly with the Dock Master and pay his Dockage and electricity fees at the end of the season.
1. Water and electric services on the dock are for the use of slip-holders and for visitors using slips on an "as available" basis. Kilowatt-hours used by visiting boats shall be credited to the affected slip-holder.

C. SLIP-HOLDING

1. A general announcement of slip availability may be made to the membership in the SEMAPHORE, at a general membership meeting or any other forum including posting such notice on the Dock Master's bulletin board within the Clubhouse. A lease or rental agreement will only be permitted for slips. Berths at the end of the piers may not be leased or rented.
2. Any resident SYC member in good standing may apply to use, by lease or rental agreement, a slip for a recreational vessel that he owns. Non-resident members in good standing may be granted short-term occupancy of slips by rental agreement based on slip availability. (See 5. b. below.)
3. Club members leasing or using a slip under a rental agreement must have acquired liability insurance with a minimum amount of \$300,000. Such insurance shall include bodily injury and property damage, and shall name SYC as "additional insured". The certificate of insurance together with a statement showing SYC as "additional insured" shall be provided with the initial slip lease application. Any subsequent request made by the Dock Master to show proof of insurance shall require that the member provide the evidence of coverage within 10 days of the request.
4. Application to lease a slip will be made upon a form entitled "APPLICATION FOR SEAFORD YACHT CLUB SLIP LEASE". This form can be obtained from the Dock Master. When completed, the applicant returns it to the Dock Master who will process it as follows:
 - a. Note on the application the date and time of receipt. Determine the availability of a suitable slip. Inform the applicant that a slip is available. Meet with or arrange with the applicant to execute the form "SEAFORD YACHT CLUB SLIP LEASE AGREEMENT".
 - b. If a suitable slip is not available, inform the applicant that he or she is on the waiting list. Annotate the application that the applicant was informed on date indicated.
 - c. Applications filed on a waiting list shall be managed and the list exhausted by assigning each next available slip to the next applicant whose application bears the next earliest time and date of receipt and whose boat requirements meet the size of the slip then coming available. The Dock Master will notify the applicant, or his agent, of the availability of the slip. Time and person notified will be annotated on the application form. After notification, the applicant shall have 72 hours to execute the lease. Should the applicant fail to execute the lease agreement within 72 hours, the Dock Master will offer the slip to the next eligible applicant based upon the chronological filing of applications. An applicant who declines a slip will be placed at the end of any waiting list.
5. Terms.
 - a. A lease shall have a term of six months, which shall automatically renew on receipt of payment. Written notice must be given to the Dock Master

30 days in advance of any expected termination. If written notice is not received, and the slip is not leased during the term of the lease, the member will be liable for the full term in effect at the time the slip is vacated.

- b. A rental agreement will be for a term less than a lease but longer than for a visit on Dockage. Members desiring to use a slip under a rental agreement shall apply by letter to the Board of Trustees outlining the reasons and circumstances for the request. A member using a slip under a rental agreement must be prepared to yield the slip to a member applying for a slip by lease.
6. Fees.
 - a. Slip lease fees shall be established by the Board of Trustees and shall be announced 60 days before a renewal date or when it otherwise becomes effective. Slip lease fees are paid in advance in increments of six months and are due each February 1 and August 1. A lease fee shall be prorated if a lease begins or ends during a six-month period. Prorating is calculated per day using 182 days per six-month period.
 - b. Slip-holder delinquent accounts will be charged a late fee in an amount determined by the Board of Trustees. Late fees will be invoked semi-annually on March 1 and September 1.
 - c. The Board of Trustees establishes fees for short-term rental agreements.
 7. The Dock Master will read and record the pedestal electric meters at such intervals as are required to determine electricity consumption by each slip-holder. The Dock Master will compute the charges for sub-metered electricity from the average kilowatt per hour rate billed to SYC main dock meter by the serving utility during the previous six months. Slip-holders will be charged for their consumption and the charge will appear on the periodic slip rental statements sent to the slip-holder each January and July, or earlier if the lease agreement is otherwise terminated. Payment for sub-metered electricity consumed is to be made simultaneously with payment of the slip fee or separately if consumption is computed based on the slip being vacated.
 8. No member shall hold a slip longer than 30 days after disposing of her or his boat. This can be waived if: there is no application for lease by another member on file, and the Board of Trustees approves this exception. A slip-holder who obtains a purchaser for his boat shall notify his purchaser that the vessel must vacate the slip on completion of the sale unless the purchaser is a member with an approved application. In either case, the Dock Master must be notified.
 9. No member may lease a slip for occasional use without intending to keep a boat in the slip on a permanent basis.
 10. Slip-holders will notify the Dock Master of their plans to temporarily vacate their slip for more than three (3) days. Whenever the slip-holder will be out of

town for seven days or longer, the slip-holder whose boat is in a slip at the Club's dock, *should* notify the Dock Master of his intended absence.

11. The SYC reserves the right to use, as *transient* any slip that is vacant.
12. Slip-holders may not sublease a slip.
13. Slip-holders may not allow others to use their slip.
14. A slip-holder who changes boats shall have the right to request to change slips (smaller or larger) at the first opportunity, but has no priority over an applicant on a waiting list. The vacated slip would then become available in the normal manner.
15. An additional slip may be made available to a member for a second boat only under the special condition that there is an unassigned slip and when no member has applied for such a slip. Should a member apply for the slip held as an additional slip, the member holding the additional slip shall vacate the slip to meet the applicant's required possession date, or within seven days after notice is received by the holder, whichever is later.

D. ADMINISTRATION & FILES

1. The Dock Master is responsible for the management of files that include letters, leases and agreements, blank and completed forms used in notices, dockage, slip assignment, records of sub-metered electricity consumption, reports, budget, log, and dock diagrams. He will periodically review them and take the necessary action to keep them current. The following blank forms are always available from the Dock Master:
 - a. SYC DOCKAGE FORM
 - b. APPLICATION FOR SEAFORD YACHT CLUB SLIP LEASE
 - c. SEAFORD YACHT CLUB SLIP LEASE AGREEMENT
2. The following up-to-date completed forms should be posted on the bulletin board labeled "*DOCK MASTER'S OFFICE*" at the clubhouse:
 - a. SEAFORD YACHT CLUB SLIP ASSIGNMENTS & SLIP AVAILABILITY LIST
 - b. WAITING LIST
 - c. TEMPORARY SLIP ASSIGNMENTS
 - d. TEMPORARY SLIP VACANCIES
 - e. DINGHY STORAGE ASSIGNMENTS.
3. ACTIVE SLIP-HOLDER FILES are current leases together with insurance documents and any pertinent correspondence filed in a container in sequence by their assigned slip numbers.
4. INACTIVE SLIP-HOLDER FILES are expired, terminated or canceled leases filed alphabetically and held until the file is inactive for 3 years. At the end of 3 years these lease files are destroyed.

5. Documents pertaining generally to dock installation or equipment installed on the docks, diagrams, dock operations, records of maintenance, reports or logs are kept until it is determined they have no value.

E. DOCK MAINTENANCE

1. The Dock Master should conduct periodic inspections of the docks, dinghy dock and dinghy storage facility to determine work needed to maintain these facilities in the best possible condition.
2. The Dock Master may purchase materials such as light bulbs for dock pedestals, bulbs for other fixtures, spare back-flow preventers, and other hardware as is necessary to repair items noted in inspections. Any spare parts accumulated for future use are kept in a box located in the sanitation pump shed and/or in general storage in the Barn for such items as lumber nails etc. Reimbursement is obtained by turning the receipts over to the Club Treasurer together with a brief memorandum citing what was purchased.
3. The Dock Master receives help from his committee and the membership to perform the labor required to maintain the facilities in his care. For work, which is outside the ability of these persons, contractors will be used. The seasonal winterization of the docks and sanitation pump-out facility and commissioning these systems in the spring are usually conducted in conjunction with fall and spring clean-ups.

APPLICATION FOR SEAFORD YACHT CLUB SLIP LEASE

_____ 200 _____

Seaford Yacht Club
Attention: Dock Master
P.O. Box 1885
Yorktown, VA 23692

Sir/Madam:

As (a) resident member(s) in good standing in this Club, I (we) hereby apply to lease a slip at the Club's docks in order to berth the vessel which I (we) own described as follows:

BOAT NAME: _____ / ___ / POWER / ___ / SAIL

MAKE: _____ MODEL: _____

LENGTH OVERALL _____ MAXIMUM BEAM _____ DRAFT _____

DOCUMENT # _____ STATE REGISTRATION# _____

INSURED BY: _____ EXPIRES: _____

LIABILITY

COVERAGE: BODILY INJURY \$ _____ PROPERTY DAMAGE \$ _____

SYC will be named as "ADDITIONAL INSURED" when a slip lease is signed. Have the insurance company use Seaford Yacht Club PO Box 1885 Yorktown, Va. 23692 as the address for the Club on the Endorsement.

I (We) understand that this application will be processed in accordance with the Club's Dock Operations Policy (published on clubs website). I (we) have reviewed the Policy and SYC Slip Lease Agreement Form (published on the clubs website) and have read both.

Signature (OWNER (S)) _____

(Print) NAME _____ Phone (h)(____) _____ - _____

ADDRESS _____ Phone (w)(____) _____ - _____

_____ E-Mail _____

The Dock Master received this application on _____ (Date)

Dock Master signature _____

Applicant notified of assignment to slip # _____ on _____ (Date)

Applicant notified of waiting list standing _____ (Date)

Lease agreement completed and attached on _____ (Date)

SEAFORD YACHT CLUB SLIP LEASE AGREEMENT

1. The parties to this agreement being The Seaford Yacht Club, Owner/Landlord, hereinafter known as "The Club" and _____ Member, Tenant, hereinafter known as "The Slip-holder" make and agree that in consideration of the payment herewith the sum of _____ which is equal to the prorated portion of a six month lease at a monthly rate of \$ _____ for the period _____ through _____ inclusive, The Club agrees to rent for that period to The Slip-holder, and on receipt of the sum of _____ on _____ to lease to the Slip-holder for a TERM beginning on _____, **SLIP NUMBER** _____, subject to the provisions outlined herein.

2. **TERM.** The term of the lease is six months, beginning either Feb 1 or August 1 and is renewed automatically for an additional six months term on receipt of payments required in paragraphs 4 and 5 below, and will continue unless terminated or revoked.

3. **VACATING.** Slip-holder's 30 day written notice to The Dock Master will constitute voluntary termination and surrender by the Slip-holder and the slip shall be vacated accordingly. The Club's Board of Trustees (hereinafter: The Board), upon recommendation of the Dock Master or for other cause, may at any time revoke this agreement. Should such revocation occur, the Slip-holder will remove his/her boat from the slip within ten (10) days.

4. **PAYMENTS.** Payment of the lease is to be made in advance in six-month increments on receipt of the slip fees statement from The Club's Treasurer, and is due each February first and August first. Payment may be by check or money order mailed to The Club at its post office address, to the attention of the Treasurer. If applicable, payment for Slip-holder's consumption of sub-metered electricity will be included with Slip-holder's lease payment. Delinquent accounts will be charged a late fee to be determined by the Board. Slip-holder is entitled to a pro-rated refund for the unused term of the lease provided the Dock Master receives notice of termination 30 days prior to the effective date of termination. When Slip-holder vacates the slip on surrender or revocation, Slip-holder will pay for electricity used subsequent to payment of his previous charges.

5. **COMPUTATION OF LEASE RATE AND ELECTRICITY CHARGES.** The Board establishes the monthly rate of the lease for each slip. Changes to the rates may be made from time to time by The Board and will be announced at least sixty days prior to a renewal date or when it otherwise becomes effective. Sub-metered electricity consumption is computed from the slip's pedestal meter readings and charges are computed from the average of the kilowatt per hour rate billed to The Club's main dock meter by the serving utility during the previous six months. When a slip is vacated, the meter will be read and charges computed for a final bill.

6. **LIMITATION OF USE.** The slip's use is limited to recreational vessels and excludes commercial use and/or residential use vessels.

7. **INSURANCE COVERAGE.** Slip-holder shall have liability insurance in the minimum amount of \$300,000, which shall include bodily injury and property damage and shall name The Seaford Yacht Club as **additional insured**. Slip-holder shall provide and maintain a current certificate of insurance on file with The Club's Dock Master for the term of this agreement.

8. **SLIP REASSIGNMENT.** The Dock Master is empowered and authorized to reassign slips from time to time as may be necessary to manage the docks to The Club's best advantage considering the size, draft and maneuverability of the boats belonging to Slip-holders. Slip-holder shall move the boat to meet The Club's reassignment request as soon as possible. The Slip-holder shall be given written notification when such reassignment requires that the Slip-holder's vessel be moved. Slip-holder shall cause his boat to be moved in accordance with the reassignment within 30 days of receipt of such notice.

9. **COMMUNICATION.** The Dock Master will use e-mail as the official method of communication with slip holders. Slip holders are responsible to keep a current e-mail address on file with the Dock Master. Slip holders should check their e-mail regularly.

10. **LIABILITIES.** The Club, its officers, employees, agents or appointees are in no way liable in the event of loss or damage to boats and their equipment. The Slip-holder further agrees to assume full liability for any damages to Club property or boats or other property of Club Members caused by his/her boat when moored in the assigned slip, or while maneuvering to enter or leave the slip, except for damages resulting from acts beyond his/her control.

11. **ACKNOWLEDGEMENT.** The Slip-holder has read and fully understands and agrees to the foregoing and the rules contained in The Club's Dock Operations Policy; has attached the liability insurance documentation required in paragraph 7; and in execution of the agreement signs and dates it in the space below and acknowledges receipt of a copy of this agreement:

_____ Date: _____
Slip-holder

_____ Date: _____
Slip-holder

Accepting and ratifying the agreement on behalf of The Club:

Dock Master (seal)

Notes:

SEAFORD YACHT CLUB SLIP RENTAL AGREEMENT

1. The parties to this agreement being The Seaford Yacht Club, Owner/Landlord, hereinafter known as

“The Club” and _____ Member, Tenant, hereinafter known as “The Slip-holder”, make and agree that in consideration of the payment herewith the sum of

_____ \$ _____,

The Club rents to The Slip-holder, SLIP NUMBER _____, for a TERM beginning _____ and ending on _____, subject to the provisions outlined herein.

2. **TERM.** The term of this agreement is only for the period stated in paragraph 1 unless terminated or revoked.
3. **VACATING.** Slip-holder’s _____ day written notice to The Dock Master will constitute voluntary termination and surrender by the Slip-holder and the slip shall be vacated accordingly. The Club’s Board of Trustees (hereinafter: The Board), upon recommendation of the Dock Master or for other cause, may at any time revoke this agreement. If revocation occurs, the Slip-holder will remove his/her boat from the slip within _____ days.
4. **PAYMENTS.** Payment of the rent is to be made in advance as indicated in paragraph 1. Payment may be by check or money order payable to the Club. There will be no refund of any unused rent. If applicable, payment for Slip-holder’s consumption of sub-metered electricity will be paid when Slip-holder vacates the slip on surrender or revocation.
5. **COMPUTATION OF LEASE RATE AND ELECTRICITY CHARGES.** The Board establishes the rental agreement rates. Sub-metered electricity consumption is computed from the slip’s pedestal meter readings and charges are computed from the average of the kilowatt per hour rate billed to The Club’s main dock meter by the serving utility during the previous six months. When a slip is vacated, the meter will be read and charges computed for a final bill.
6. **LIMITATION OF USE.** The slip’s use is limited to recreational vessels and excludes commercial use and/or residential use vessels.
7. **INSURANCE COVERAGE.** Slip-holder shall have liability insurance in the minimum amount of \$300,000, which shall include bodily injury and property damage and shall name The Seaford Yacht Club as **additional insured**. Slip-holder shall provide and maintain a current certificate of insurance on file with The Club’s Dock Master for the term of this agreement.
8. **SLIP REASSIGNMENT.** The Dock Master is empowered and authorized to reassign slips from time to time as may be necessary to manage the docks to The Club’s best advantage considering the size, draft and maneuverability of the boats belonging to Slip-holders. Slip-holder shall move the boat to meet The Club’s reassignment request as soon as possible. When direct oral communication or telephone communication is not feasible, the Slip-holder shall be given US Postal service (return receipt requested) written notification when such reassignment requires that the Slip-holder’s vessel be moved. Slip-holder shall cause his boat to be moved in accordance with the reassignment request within _____ days of receipt of such notice.

9. **LIABILITIES.** The Club, its officers, employees, agents or appointees are in no way liable in the event of loss or damage to boats and their equipment. The Slip-holder further agrees to assume full liability for any damages to Club property or boats or other property of Club Members caused by his/her boat when moored in the assigned slip, or while maneuvering to enter or leave the slip, except for damages resulting from acts beyond his/her control.
10. **ACKNOWLEDGEMENT.** The Slip-holder has read and fully understands and agrees to the foregoing and the rules contained in The Club's Dock Operations Policy; has attached the liability insurance documentation required in paragraph 7; and in execution of the agreement signs and dates it in the space below and acknowledges receipt of a copy of this agreement:

_____ *Date:* _____
Slip-holder

_____ *Date:* _____
Slip-holder

Accepting and ratifying the agreement on behalf of The Club:

Dock Master (seal) _____

Notes _____

SEAFORD YACHT CLUB DOCKAGE FORM

Boat _____
 (Name) (Numbers) (LOA/Beam/Draft) (Home Port)

Owner/Captain _____

Address, City, State & ZIP, _____

Telephone (Home)() _____ **(Work)()** _____

Yacht Club & Address: _____

Destination: _____

Date in: _____ **Date out:** _____ **Total days:** _____ **Slip #:** _____

\$ _____ + \$ _____ = \$ _____ X _____ = \$ _____ --\$ _____ = \$ _____
 Slip rate + Elec. hook-up rate = Rate/night x Night(s) = Charges - Free Night(s) = Amt due

**Seaford Yacht Club
 Visitor's Guide and Dock Rates**

1. On approval of the Commodore or Dock Master, the facilities of the docks and the clubhouse are available to yacht owners who are members of accredited yacht clubs and their guests. Visiting yachts shall not secure up in any vacant slip until approved by the Dock Master or his representative. Dock Master: Helmut Walter, (757) 898-1167, or Rep:
2. Visiting members of other yacht clubs, and guests of SYC members may be extended one night per month free Dockage as a guest of the Seaford Yacht Club; however, the fees for electrical connections must be paid.
3. The SYC Board of Trustees has established fees which are due in advance and are computed based on the following schedule:
 - a. Pedestal electrical connections per night:
 1. @ \$1.00 /connection not using heat or air-conditioning.
 2. @ \$3.00/ 30amp connection using heat or air-conditioning.
 3. @ \$5.00/ 50amp connection using heat or air-conditioning.
 - b. Dockage fees:
 1. SYC Resident members: beginning 4th night: \$5.00, except that following a Club function when fees will begin the weekend following the Club function. (See DOP. B.5.a.and C.5.b.)
 2. SYC members' guest, SYC non-resident members, other yacht club members: \$15.00 per day.
 - c. Rental agreements rates, which are executed on a RENTAL AGREEMENT form are:
 1. SYC Resident member: \$5.00 per day.
 2. SYC Non-resident member: \$5.00 per day.
 3. SYC member' guests & members of other yacht clubs: \$250.00 per month.
4. In the event no one is available at the Club to settle this account, please send a check, or money order with this form to: Seaford Yacht Club, Attn: Dock Master, P.O. Box 1885, Yorktown, VA 23692.

Revised April 9, 2008

HURRICANE PLAN for SEAFORD YACHT CLUB

This plan spells out actions to be taken at the Seaford Yacht Club in case of hurricane threat. The first priority is safety, and the second priority is protection of Club property. Some Actions required by this plan will be implemented on a time table which will start well before NOAA issues a Hurricane Watch (hurricane conditions are possible within 36 hours) or a Hurricane Warning (Hurricane force winds (74 mph) are expected in 24 hours or less)

Chain of Responsibility for Initiating Action

The Commodore has responsibility for initiating action under this plan. If the Commodore is not available, the Vice-commodore will assume the responsibility. Likewise, if neither is available, the Rear-commodore will assume responsibility.

Personnel Responsible for Implementing the Plan

The Board of Trustees will appoint a Hurricane Committee. The Chair of the House & Grounds Committee and the Dock Master will either serve, or appoint a member of their committees to the Hurricane Committee. The Hurricane Committee will contact boat owners via email. All Club members should be ready to help when contacted. **Each slip holder and small boat owner will be responsible for his/her own boat, and must not assume that the Hurricane Committee will take care of all the boats at the Club.**

Before Hurricane Season

Members of the Hurricane Committee will conduct a walk-around inspection of the house and grounds, identifying for removal such things as dead tree limbs and other objects that might become hazards under hurricane conditions. They will also compile a list of unsecured objects on Club property that should be stowed during a hurricane.

When a Hurricane is 72 Hours Away From Making Landfall nearby and a Distinct Threat

House & Grounds

- Remove awning from Deck and Pier to bathhouse.
- Turn picnic tables over and secure
- Store grills in bathhouse
- Take flags down
- Move dock carts and garbage cans to barn
- Remove flag light

- Relocate furniture on dock to bathhouse and picnic table to south deck

Dock (Note: A tide of 2 feet above normal covers the dock and a 3+ feet above normal makes the dock inaccessible).

- Check mooring lines, including chafe protection, rig extra lines (**owners**). Care must be taken on lines across docks (permitted in these conditions)
- Secure water hoses (**owners**)
- Disconnect shore power cables between boats and docks (**owners**)
- **Owners** should remove or properly secure biminis, dodgers, sails, etc.
- Move loose items to barn

Dinghy Rack

- Move sailboats for Jr. Sailing to parking lot
- Individual **owners** of small boats have the responsibility for securing or removing them

Floating Dock

- Clear dock of all boats

Barn

- Secure doors

Thirty-Six Hours before Hurricane Conditions are Expected

House & Grounds

- Check for valuable objects to move upstairs
- Cut Power at service panels (2) on north outside of men's restroom.
- Shut off water at the meter*
- Close propane tank valves*

* At the discretion of the Committee and dependent on storm track

Bathhouse

- Cut power at breakers, 36-38 in panel in men's restroom.

Dock

- Cut power to the dock, all breakers except main and #2 at the control panel near the pier. Leave #2 and main to insure power remains on to the icehouse.

- When NOAA issues a Hurricane Warning for our area, cut power to ice machine and pump out by closing main and #2 in control panel by the pier.
- Shut off water

Additional Policies

- If a hurricane is imminent and this plan has not been implemented, members are not expected to risk life and limb to protect Club property.
- Boats belonging to non-slip holders will not tie up or remain at the dock when a hurricane watch or warning has been issued without permission of the Dock master
- Slip holders may not stay on their boats at the Club slip during a hurricane.
- Members of the Hurricane Committee will familiarize themselves with the procedures for removing the Deck and Dock awning.