



## NOTICE OF INTENT TO VACATE

**All slip holders** occupying slip number \_\_\_\_\_,  
Account No. \_\_\_\_\_ will vacate the slip on or before \_\_\_\_\_  
(Date)

\_\_\_\_\_  
(initials) **This is my thirty days notice. I understand that:**

- ☞ Giving this notice does not relieve me of any liability that I may have under my present Slip License Agreement.
- ☞ I cannot use the security deposit as last month's Dockage Fee. All fees are payable through the termination date.
- ☞ The date given above is a definite date to vacate, and no change in the move-out date will be made without the **WRITTEN** approval of the Marina. If the above slip has been licensed to a new boater, I understand it may be impossible to grant such a request.
- ☞ I will pay the Daily Guest Berthing rate if I do not vacate the slip as scheduled or provide written notice of a new vacate date to the Marina **BEFORE** the date to vacate listed above.
- ☞ I surrender the slip by returning all Marina property and keys to the Marina office and moving my vessel from the Marina.
- ☞ I will not give any Marina keys or other property to any new vessel owner. I understand that if the new owner does not remove the vessel or make arrangements with the Marina to take over the slip that I may be liable for any additional days the vessel remains in the slip.
- ☞ I must provide my current mailing address.
- ☞ I understand that **less than 30 day notice is NOT giving the required written notice to vacate** and acknowledge that necessary deductions will be made from my security deposit and other fees may be due under the terms of my Slip License Agreement.

Please help us improve and share your reason for leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note: Due to the billing cycle, vacate dates that fall on or after the 20<sup>th</sup> of the month may receive statements with charges for the next month's full berth rent. Berth rent will be prorated to the vacate date following departure of the vessel.**

Signature \_\_\_\_\_ Date \_\_\_\_\_ Address \_\_\_\_\_

Slipholder Name \_\_\_\_\_

Slipholder's Current Home Phone # \_\_\_\_\_

<b>For office use only:</b>	
Person accepting notice: _____	Date notice received: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Not approved	Move-out date was: _____