

Ship Harbor Yacht Charters

Checkout Information

Charterer's Name: _____ Yacht: _____
Scheduled Checkout Time: _____ at _____

WELCOME ABOARD! To get you started on a very enjoyable, safe and successful cruise, please take a few moments to review the following information.

Checkout Appointment The scheduled checkout time is important to you as well as our Charter Representative. Please notify us if this time is not workable for you or if your travel plans require special considerations.

Daily Insurance Fee The daily insurance on the yacht you charter covers any hull and machinery damage. **A credit card imprint will be taken at checkout** to cover any miscellaneous equipment breakage, loss, fueling or additional cleaning services provided at the end of your charter.

Check out Procedures A thorough and complete checkout is essential to an enjoyable and successful charter. A checkout usually takes 2-3 hours. We ask that just the Skipper and First Mate remain on board during the checkout. During the check ride, we would like to have your entire crew on board. Your Charter Representative will review all the operating systems on the yacht you have chartered.

Arrive at SHYC office at your appointed time to complete any necessary paperwork and receive last minute instructions.

1. To provide you with a thorough checkout in a timely manner, please leave your gear and supplies off the boat until the checkout is complete. Many of the yachts have compartments that need to be accessed during the check out process. The less gear on the yacht during this time will better facilitate the checkout.
2. When you arrive at our office you will receive a **Hull Condition Report** and a copy of the **Yacht's Inventory**. We ask that you proceed to the yacht to complete this report and locate the inventory items. Shortly thereafter a Charter Representative will meet you on the yacht and familiarize you with the vessel's systems: plumbing, electrical, engines, rigging, etc. During this operation, please confirm the location and operation of all safety gear. If you have difficulty locating an inventory item, our Charter Representative will be glad to assist you.
3. **Sea Trial**. After the systems check has been completed, the Charter Representative, Skipper and crew will remove the yacht from its slip, maneuver to open water, and return the yacht to its assigned slip. This sea trial will provide you with the opportunity to verify the vessel's readiness and to demonstrate your handling skills. This is a great time to take advantage of your Charter Representative's expertise and local knowledge. On sailboats, the rig will be demonstrated, but sails are not used.

4. After a final sign-off of the checkout paperwork, you'll be ready to load the yacht and depart the dock on a cruise in the beautiful Northwest waters.

Early Sleep Aboard. If you plan to sleep aboard the night before your scheduled charter date you will have a scheduled arrival time. Please arrive at our office at the scheduled time to take care of all the paperwork. Our Charter Representative will go through the systems on the yacht with the "Skipper" to make you comfortable for the night

Entering Canada A passport or birth certificate with a picture ID is required for all persons entering Canada. No pepper spray/mace etc. is allowed into Canada. Canadian skippers/charterers may not enter Canadian Waters. Visit candaonline.about.com/od/customs for additional Canada Customs regulations.

Linens. One set of bedding and towels per week will be provided for each person on the charter. Each berth will be provided with sheets, pillowcases, pillows and blankets. A set of towels will be provided, which include bath, hand and washcloth. If you would like to order more linen the following fee will be charged:

Set of towels: \$13.00 Set of Sheets: \$25.00

Parking. We have parking available for you at the marina. You will be given a parking pass to put on your dashboard. After you have unloaded your personal gear and provisions we will direct you to our parking area.

Cellular Phone Information. Please check ahead of time to see if your cell system has the necessary roaming features. Many of the islands are within a few miles of the US Canadian border. It may be necessary for your phone to have roaming into British Columbia in order to get adequate service.

Fishing. For those of you interested in sport fishing or crabbing in the US waters, licenses are required for 15 years and older. You can purchase a fishing license at the local Ace Hardware located at 1720 Q Avenue (360-293-3535). Fishing in Canadian waters requires different licensing and needs to be purchased in Canada.

WA. State Parks Mooring. If you moor overnight at any of our state parks, be aware that there is a moorage fee charge by the Parks & Recreation Commission. For more info call 360-376-2073.

Checking In After Your Cruise. CHECK IN IS AT 12:00 NOON. Please top off the fuel tank, dump the holding tank, unload all your personal belongings, dump the trash, and clean the yacht and dingy inside and out before checking in by noon. If you are in a hurry, Ship Harbor Yacht Charters can perform these services for an additional fee.

Thank you and enjoy your adventure in The Pacific Northwest!