



Returning the Yacht and Check In

Our Toll-free phone number is **(877) 772-6582**

We require the yacht to be returned to the check-in dock and unloaded by **NOON**. If you cannot make it due to weather or mechanical failure, please call us. Once you are ready for your check in, our Charter Representative will meet you at the yacht and go through your check-in procedure.

What to do before check-in:

1. Please stop at the fuel dock no later than 11 am to **top off the fuel tanks**. **Save your receipt**. **SHYC now has a service that will empty the holding tanks!** Upon arrival at the fuel dock, please **give SHYC a call**. We will assign you a slip at that time.
2. **Clean** dishes, pots, & pans, stove/oven, refrigerator/freezer, heads, showers and all cabins. **Vacuum or sweep** the interior. Leave the **linens** on the berths and **towels** in the heads.
3. Use the dock carts to **unload** your gear and put your **trash** in the **can on the dock**. Please **clean the BBQ** grill if you used it. Leave the exterior wash to the SHYC cleaning crew.
4. Put the **dinghy, oars and motor** back in the proper place. The dinghy must be tied up to the yacht or dock, out of the waterway. Tie up the boat properly and securely and plug in shore power.

When finished with the above, **let us know you are ready for your check-in**. Your assigned Charter Representative will then come aboard to meet with you, check the inventory, and inspect the yacht above the waterline, its machinery and overall condition of the equipment. When the check-in is complete, you will be asked to sign the Check-in report form. We realize you may be pressed for time so we ask that you please allow at least 30 minutes to complete this check-in.

After your charter an independent diving contractor will inspect the hull, propeller and rudder for underwater damage. **Please let your Charter Representative know of any suspected damage to your vessel or any items lost or broken during your charter.**

Quick Check In:

Your travel plans may require you to leave the yacht immediately upon arrival at the marina. We will be happy to have our crew clean, refuel and pump-out your boat. You will be asked to sign an inspection release and initial the cleaning and/or refueling areas on the Check-in form. Cleaning and refueling fees are as follows:

Cleaning Charge:	Refueling Charge:	\$85 <u>plus</u> the cost of fuel
Up to 40' \$60		
41' to 45' \$85		
46' and up \$110		

If you are interested in any of these services, please let us know as soon as possible so we can have our cleaning crew at the yacht upon arrival.

Thank you and we hope you enjoyed your cruise.