

# SPRING LAUNCH/ MAINTENANCE REQUEST

Name: \_\_\_\_\_ Make/Mod: \_\_\_\_\_  
 Address: \_\_\_\_\_ Boat Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Boat Reg: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Motor: \_\_\_\_\_  
 Email: \_\_\_\_\_ Trailer: \_\_\_\_\_

### COMPLETE THE CHECKLIST BELOW

Email any additional requests not covered by this form, thank you.

**REMINDER: You are not allowed to** paint, change zincs or perform any other task below the waterline. See Terms and Conditions. Monetary fines/penalties apply to any violation of this Boatyard policy.

<p style="text-align: center;"><b>PAINT AND WAX</b></p> <p><input type="checkbox"/> <i>BOTTOM PAINT</i> (price per foot includes paint and labor)</p> <ul style="list-style-type: none"> <li><input type="radio"/> Standard \$18.50/ft</li> <li><input type="radio"/> Premium \$22.50/ft</li> <li><input type="radio"/> Pontoon (twin) \$23/ft</li> <li><input type="radio"/> Pontoon (triple) \$23.50/ft</li> </ul> <p><input type="checkbox"/> <i>WAX HULL</i> (rub rail to water line) \$14.50/ft</p> <p style="text-align: center;">SEE INFORMATION PAGE for <b>TOPSIDE DETAIL OPTIONS</b></p>	<p style="text-align: center;"><b>COOLING SYSTEM, WATER PUMP</b></p> <p><input type="checkbox"/> Replace Thermostat } ESTIMATE 3-4 hours labor +  <input type="checkbox"/> Replace Water Pump } parts for each service</p> <p><input type="checkbox"/> Repair Water Pump, sterndrive/inboard *T&amp;M</p> <p><input type="checkbox"/> Replace pump assembly sterndrive/inboard *T&amp;M</p> <hr/> <p style="text-align: center;"><b>TRAILERS/TRAILERED BOATS</b></p> <p><input type="checkbox"/> Trailer Storage, Summer \$110</p> <p><input type="checkbox"/> Launch boat from trailer to water \$7.50/ft *LOA</p>
<p style="text-align: center;"><b>ENGINE MAINTENANCE</b></p> <p>Labor Price shown. DOES NOT include parts &amp; materials.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Change oil, oil and fuel filters \$200</li> <li><input type="checkbox"/> Tune Up, outboard \$145</li> <li><input type="checkbox"/> Tune Up, Inboard \$195</li> <li><input type="checkbox"/> Generator oil change \$100</li> </ul> <p>Other: _____</p>	<p style="text-align: center;"><b>RECOMMISSION</b></p> <p style="text-align: center;"><i>ENGINE BASIC SYSTEMS CHECK:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Gas Motor, single \$90</li> <li><input type="checkbox"/> Gas Motor, twin \$120</li> </ul> <p style="text-align: center;"><i>WATER SYSTEMS: FLUSH, CHECK SYSTEM</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fresh Water System \$67.50</li> <li><input type="checkbox"/> AC system \$45</li> <li><input type="checkbox"/> Livewell <input type="checkbox"/> Washdown <input type="checkbox"/> Fishbox \$20/each</li> <li><input type="checkbox"/> Head \$30</li> </ul>
<p style="text-align: center;"><b>ZINCS/ANODES</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> External zincs *T&amp;M</li> <li><input type="checkbox"/> Internal zincs *T&amp;M</li> <li><input type="checkbox"/> Trim tab zincs \$45 + Materials</li> </ul> <p>Labor: \$150/hour, ½ hour minimum                  Off-site Labor: \$165/hour                  NJ Sales Tax on Labor/Parts&amp;Materials: 6.625%</p>	<p style="text-align: center;"><b>MISCELLANEOUS</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Replace Battery (#__ ) *T&amp;M</li> <li><input type="checkbox"/> Gasoline (limit 50 gallons)</li> <li><input type="checkbox"/> Shrink wrap removal/disposal fee \$25</li> <li><input type="checkbox"/> Haul out/Launch fees \$7.50/ft *LOA</li> <li><input type="checkbox"/> Power wash bottom \$7.50/ft *LOA</li> </ul>

**\*T&M:** Time and Materials | Estimates available upon request | All prices subject to change without notice

**\*LOA:** Length Overall is defined as the measurement in feet from the tip of the bow to the center of the stern, including bow pulpits, swim platforms, motor brackets, the length of the motors or outdrives in the raised position, or any other fore or aft extension. All calculations rounded up to whole feet.

Terms and Conditions pages attached. Information page attached.

*By my signature I acknowledge that I have read, understand, and agree to both the Terms and Conditions page and all other information provided with this Maintenance Request form. I authorize the requested work along with any other later changes or requests made in connection with this form.*

**X** \_\_\_\_\_  
 SIGNATURE DATE

We look forward to a smooth and successful Launch season and appreciate your cooperation in making your requests in writing on the Maintenance Request form. Signature required at the bottom of the form.

**INFORMATION / GUIDELINES / MARINA POLICY**

**COMPLETE THE FOLLOWING:**

1. Read the enclosed information and Terms & Conditions.
2. Fill out the form including launch date, maintenance requests, and signature.
3. Return signed and completed form via mail, email, OR in person to the mailbox outside the gate, the drop box on the porch, or the office if open.

**TOPSIDE DETAILING:**

Call or email if you want top-side detailing. We will have one or two companies reach out to you to discuss your request. They will be able to schedule the detail here or at your dock, depending on the timing and scope of your request. Estimates, billing and payment will be between you and them.

**SCHEDULING NOTES:**

1. Launch/delivery **dates are not guaranteed**. Weather is the main reason for delays.
2. Your winter storage and any other *prior* unpaid bills must be paid in full *prior to requesting launch*.
3. We recommend *at least 2 weeks' notice*. Wait times may be longer during the busiest weeks, or if we are behind due to weather or other circumstances, or if the date you are requesting is fully booked.
4. Check high tide times **BEFORE** requesting a date. **River Bend Marina** is the best approximation of high tide out here. Departing outside of your high tide window is not recommended.
5. Boats that are ready and in the water, if not picked up for an extended period, may be subject to **hauling out and re-blocking charges** due to our limited dock space.

**ALL CUSTOMERS TAKE NOTE** of the following rules and regulations:

- **DO NOT** perform any work from the paint line down. This includes but is not limited to bottom painting and zinc removal/replacement. See terms and conditions for penalty/fine information.
- **PRE-APPROVAL REQUIRED** for any independent contractor OR non-owner individual doing any work in the boatyard. An up-to-date **Certificate of Insurance** which includes liability, workers' compensation, and names Thompson Marine as additional insured is required for any person that does not own the boat. Approval may not be given if the work is something that Thompson Marine offers.
- Owner may perform light cosmetic work on the hull and top side. **We do not supply** ladders, hoses, or other equipment. Use of electrical outlets to run power tools or equipment, or to charge batteries, is only allowed with permission. Usage fees may apply as an electrical use surcharge on your invoice.
- **Indoor Storage:** If you want to perform approved work on your boat, or receive approval for a Sub-Contractor, the boat must be moved outside, at our convenience, for a fee. Subject to the following:
  1. There must be a spot available that won't interfere with normal launch activities.
  2. Once moved outside, it will stay outside until launch.
  3. Fee applies for hauling/temporary blocking in the boatyard: \$7.50/ft LOA

**PAYMENT METHODS:**

A **Credit Card SURCHARGE** will apply for all credit card payments through our third-party processing center. Percentages may vary based on the card used. Debit cards are processed as credit.

You can **avoid this expense** by paying with eCheck/ACH through the processing center, or by paying with a check or cash when you pick up your boat.

PAYMENT IN FULL required **prior to** pick up or delivery during Launch or when here for service.

LATE FEES of up to 2%/month will apply to any overdue balances.

## TERMS AND CONDITIONS

For the following terms and conditions, the word "Owner" refers to the owner(s) of any vessel, trailer, or other unit, left at Thompson Marine for repairs or storage. "Unit" will be used to refer to any boat, PWC, motor, trailer, etc. left at Thompson Marine for repairs or storage. "Thompson Marine" and "Marina" refers to Salty Marine DBA Thompson Marine.

**YOUR SIGNATURE** ON THE **SPRING LAUNCH MAINTENANCE REQUEST FORM** INDICATES THAT YOU HAVE READ AND UNDERSTAND THESE TERMS AND CONDITIONS. CALL OR EMAIL IF YOU HAVE ANY QUESTIONS.

1. Owner authorizes the requested work and/or storage along with any necessary materials.
2. It is understood that Thompson Marine may operate the Unit on any Waterway or elsewhere for the purpose of testing, inspecting or delivery at Owner risk.
3. **RISK OF LOSS:** Thompson Marine will exercise due care in safeguarding property within the Marina. Owner agrees that Thompson Marine shall not be liable for any loss, damage, or injury due to theft, fire, vandalism, Acts of God, or any other conditions beyond our control to Unit(s), contents or other property left anywhere within the Marina premises. Owner agrees to indemnify and hold harmless, without limitation, Thompson Marine (including its' owners, agents, employees, or other representatives), from and against any loss, cost or damage to Units, contents, personal property, Owners, guests, or individuals invited by Owner, resulting from Thompson Marine's inability to act due to any emergency, act of terrorism, Act of God, or other situation beyond our control.
4. Thompson Marine reserves the right to move the Unit at any time, within the Marina, as needed.
5. **PROOF OF INSURANCE REQUIRED:** Owner agrees to have Unit covered by a full marine insurance package (hull coverage as well as indemnity and liability coverage) while the Unit is in the possession of Thompson Marine. A current CERTIFICATE OF INSURANCE must be delivered to the office prior to hauling out the Unit for any period of storage.
6. Owner agrees to be personally responsible for all attorney fees incurred by Thompson Marine to collect any outstanding balances on Owner account. Owner acknowledges that Thompson Marine can file all the appropriate Maritime liens, either Federal or State, upon the boat, motor(s), and accessories thereof, to secure past due rental fees, costs of repair, gas, oil, maritime hardware, accessories, or other services or materials rendered to or supplied to Owner for use upon the Unit. Owner agrees they will promptly pay all charges under the terms of this agreement. **All prices are subject to change without notice.** Interest at the rate of 2% per month or a fraction thereof will be charged on all past due accounts at our discretion. Units left on Thompson Marine premises for a period of 2 months without payment of storage or repair bills will be considered abandoned, and seizure and sale procedures will be instituted under the laws of the State of New Jersey.

### 7. ENVIRONMENTAL AND INSURANCE REGULATIONS & REQUIREMENTS

- a. **Independent contractors, service organizations or outside individuals** require prior permission to perform work on any Unit in the boatyard. Outside individuals include Owner's friends, employees, or any other individual that does not have ownership interest in the Unit. All contractors, organizations and outside individuals must provide a **Certificate of Insurance Coverage** that shall include coverage for liability, worker compensations, and name Thompson Marine as additional insured. Thompson Marine reserves the right to refuse permission if the work is a service Thompson Marine can provide.
- b. **OUTSIDE STORAGE BOATS:** Owner **WILL NOT** perform any work from the paint line down. This includes painting the bottom and installing zincs. Owner may perform light work such as cleaning/waxing, above the paint line. We reserve the right to assess a \$500 penalty for each violation.

c. **INSIDE STORAGE BOATS:** Only Thompson Marine employees are allowed to work on a boat stored inside a building. No Owner or independent contractor will be allowed access to any Unit while it is inside a building. When possible, a Unit can be moved to an outside location, upon written request, with Thompson Marine approval, and for a fee. We reserve the right to assess a \$500 penalty for each violation.

8. Winter Storage runs through May 31, 2026. Any Unit not scheduled for launch by June 15, 2026, will be charged for summer storage.

9. If you drop off your Unit outside of M-F business hours, it is your responsibility to make sure all lines are properly tied, and the unit is secured.

10. Empty trailers left within the Marina will be charged for trailer storage. **24 Hours' Notice needed to pick up a trailer.**

11. In addition to parts and labor, a Misc shop/parts disposal/environmental fee is charged to most invoices to help defray miscellaneous costs, which cannot be accurately itemized, which are used in the service and storage of your Unit. This fee varies depending on the size and scope of the job and can range from \$40-\$85 for most jobs.

12. Owner may not list the Unit for sale, display, show, advertise, demonstrate, or transfer ownership of Unit, while in storage, *without prior written notification to Thompson Marine*. The Marina gates are closed and locked mid-Dec through March 1 and the office is closed. From March 1 through mid-Dec, weekend showings are by appointment only. Showings are not our responsibility. Employees are not present at weekends and the office is closed. Appointments can be made *well in advance* via phone, voicemail or email. All invoices must be paid in full before requesting launch of your boat for sea trial or requesting any sales-related maintenance or repairs.

13. Owner agrees to not hold Thompson Marine liable for any loss, including loss of use, caused by any delay in hauling, storage appointment, transporting or spring launch/commissioning caused by weather, mechanical breakdown, or any other event or cause beyond Thompson Marine's control, including but not limited to supply chain and labor shortage issues.

14. Spring launching will not be scheduled until past due charges are paid in full. Owner shall not remove their Unit from the facility until all launch charges are paid in full. Credit Card payments are subject to a percentage fee. Debit cards are processed as Credit cards. No fees are charged when paying via E-check/ACH online, or with a check or cash in person.

15. Owner must make storage, service, and launch requests in writing via the appropriate signed and dated form, to the business office, in person or by mail or email. Verbal requests will not be recorded. Thompson Marine will strive to accommodate spring launch date requests, but *dates cannot be guaranteed*. Launch Forms are available at [www.thompsonmarinenj.com](http://www.thompsonmarinenj.com) after March 1.

16. Thompson Marine uses typical marine hauling, blocking and trailering methods. Owner shall not hold Thompson Marine responsible for damage resulting from the Unit being structurally unsound for these methods of handling.

17. **LOA:** Length Overall is defined as the measurement in feet from the tip of the bow to the center of the stern, including bow pulpits, swim platforms, motor brackets, the length of the motors or outdrives in the raised position, or any other fore or aft extension. All calculations rounded up to whole feet.