

WEST ALTON MARINA

As a condition of your lease agreement you are required to read, understand and follow the rules and regulations set forth within this handbook. You must make your family and guests aware of them as well. This updated version includes requirements that must be met under the laws of the US Environmental Protection Agency (EPA) and the NH Department of Environmental Services (DES)

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The Basics

Open: May 1 through October 31.

Closed: November 1 through April 30. Arrangements must be made with the office to enter upon WAM property and to enter a stored boat.

Lease Payments: Cash and Check.

Other Payments: Cash, Check, Master Card, Visa and Discover.

E Mail: Is Required for all Billing, Lease Agreements and Service Forms.

Dock Renewals: To guarantee the renewal of your slip you must pay the annual contract rate, which includes winter storage.

Amenities: Water, Electric, Bathhouse service is available May 1 through Columbus Day.

Wi Fi: Contact Atlantic Broadband at 603-524-4425

Parking: 2 seasonal parking passes are included and will be mailed out in the Spring. Additional seasonal passes as well as daily passes are available for a fee.

Boat Launch: Included for boats & watercraft registered to the contract holder. Vehicle must display a parking pass.

Boat/Box/Cargo Trailers: Attached to your vehicle must be parked in the field across from the entrance office on weekends and holidays.

Boat/Box/Cargo Trailers: Not attached to your vehicle must be identified as yours. Tags are available at each office. Off-site seasonal storage is available for a fee. Any trailer left without arrangements will be placed in storage and a daily lot fee applied.

Speed Limit: 10 mph on the entrance road and 5 mph within the Marina.

No Wake: Within the docking basin and/or within the channel.

Boat Keys: A set to the ignition and cabin are required at the service office.

Boat Registrations: Boat dealers and the State of NH provide this service, WAM does not.

Quiet Hours: 11 pm to 8 am.

Guests: No fee except for parking. Parking is in the field across from the entrance office on weekends and holidays or as directed by WAM staff.

Insurance: Sufficient Boat Insurance is required. You are liable for damage you, your family and guests cause to other's property including WAM.

Fishing: Children must be supervised by an adult to prevent hooks embedding into canvases. Do not block access to any docks and do not dispose of fish remains into the water.

Camp Fires: There are two pits for use. One is at the bottom of the paved hill and the second is at the bbq field near service. Fires must be completely extinguished by the last person attending.

Pets: WAM is pet friendly to friendly pets. Owners must clean up after their pets. Pets will not be left unattended and must be leashed on weekends and holidays.

Securing your boat: Attach cleats on the side of docking structures never on the walking surface. Permanent bumpers cannot cover the bolts of the tie posts which are tightened during every off season. Never tie your boat to the utility post. Your bow/anchor cannot obstruct the main dockway.

Subleasing: Is prohibited.

House Charging: Is allowed at Dockside Market. We do not allow house charging of Marine Fuel. WAM can securely store your credit card(s) information and automatically apply it to your fuel purchases.

The Environment

- Overboard discharge is unlawful. All boats with toilet(s), sink(s) and/or shower(s) must comply with the DES regulations regarding such.
- Any boat sinking and/or creating an oil sheen upon the water will be hauled at owner's expense. Boats with oily bilges will be cleaned and the source of contamination repaired.
- All Boats must be fueled at the gas dock where spill containment is readily available.
- Boats with holding tanks may be brought to the gas dock for proper sewage disposal. (free service)
- Used oil & oil filters may be brought to the service department for proper disposal. (free service)
- Contaminated fuel may be brought to the service department for proper disposal. (fees apply)
- Old batteries may be brought to the service department for proper disposal. (free service)
- Used Shrink Wrap may be brought to the service department for recycling. (free service)
- Metal may be brought to the service department for recycling. (free service)
- Hazardous material is not allowed in any of the dumpsters.
- There is a dumpster for recyclable materials on each side of the Marina.
- Bottom Painting is not allowed. This service is available thru the Service Department.
- Boat Washing is not allowed on WAM property. You may wash your boat at your dock using water only.
- There will be no hazardous materials stored in a dock box, storage unit, or gazebo upon the land behind your boat. This includes gas, oil, gear lube, antifreeze and paint etc. Lubricants for "topping off" must be stored within your boat.
- Bilge Socks and Oil Absorbent Pads are available for purchase at Dockside Market.

Lease Agreements, Payments and Due Dates:

WAM annual lease agreements commence November 1 and end October 31 of the following year. Lease agreements will be emailed on or before August 1 with a signed copy due August 15. It is important to secure your space that we receive your signed lease and payment by August 15. The lease payments are broken into 3 installments. Installment 1 is due August 15 with the signed lease. The remaining balance of the lease is invoiced out on or before February 1 with the second installment of \$1,000.00 due February 15. The third and final installment is due on April 30 OR prior to the boat launch, whichever is first. All lease payments must be paid by cash or check to avoid a 5% credit card/pay pal processing fee.

Lease Agreements, Repair Invoices, Dockside Market Purchases and Monthly Account Statements will be sent via email only. All invoices are due upon receipt with a monthly interest fee of 5% applied to accounts past due 30 days. WAM reserves the right to haul, at owners expense, any boat at a slip with a past due balance greater than 30 days. Returned checks will be accessed a \$50 fee.

Boat Requirements:

Functional Bilge Blower.

Automatic Bilge Pump wired correctly so it is not affected by a battery switch.

Batteries secured in a tray or box with insulated terminals.

Structural rot including floors, seats, swim pads and/or swim decks etc. is not acceptable.

All toilets, sinks and showers plumbed into proper holding tanks. No overboard discharge.

All boats with holding tanks will use proper chemical and marine toilet tissue.

Canvas in good repair and supported so that it properly sheds water. No tarps.

Selling your Boat and/or Purchasing a new Boat.

WAM management will consider transferring your slip rental to the purchaser of your boat if the following conditions are met:

A copy of the bill of sale and a 5% commission.

The boat has been properly maintained by the WAM service department.

Management has met the potential buyers prior to the sale.

WAM management must be notified prior to purchasing a new boat (if larger) to ensure it will fit at your slip. We will need the make, year, model, overall length, beam, and gross weight.

I want my Boat Launched First.

The average "ice out" is April 20. Launching will begin as soon as weather conditions permit.

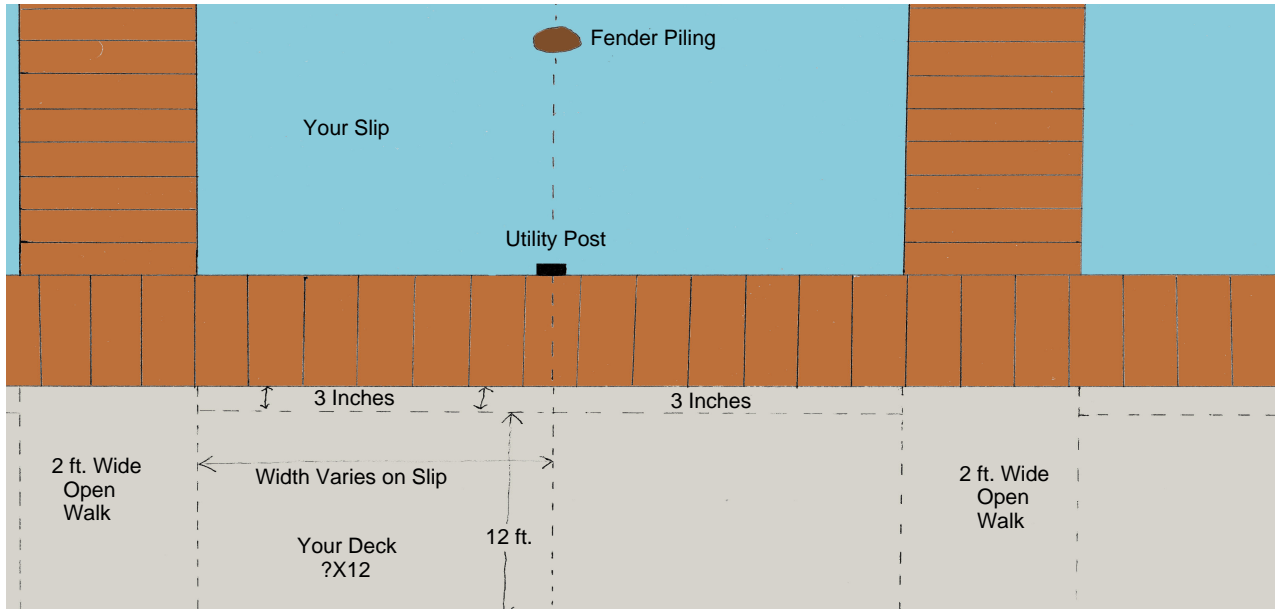
Boats are placed on the launch schedule first come, first serve, when the following is met:

You completed and returned the "spring launch form" by the February 15 due date.

Your dock lease is paid in full with no outstanding balances greater than 30 days.

Amenity Docks

Amenity Docks or Land Docks include the land behind your boat. If building a deck, the following conditions must be met. The width of your slip will dictate the maximum allowed width of your deck/area. A 2ft walkway leading to the dock must be maintained. Your deck will not extend past the utility post that marks the center. A minimum of 3 inches is required between your deck and the common dock/walkway behind your boat. Your deck will not be attached to the docking/walkway structure. You are allowed to extend your deck 12ft into the lot.



Allowed:

Propane Grills need to be maintained in a safe working order.

Metal framed Gazebos with fire retardant material and screening.

All areas will be maintained in a condition that is acceptable to WAM management.

Items must be secured to each other during the winter months with rope and/or plastic.

All personal property will be considered abandoned and disposed of if not removed within 30 days following the termination of your lease or the indication there of.

Not Allowed:

Obstruction of the common walkway behind your boat from cords, wires, hoses and/or leaning gazebo frames, etc.

Securing your boat to the utility post. You may add cleats to the non-walking surface of the dock.

There will be no hazardous material stored on or in a storage unit/dock box/gazebo upon the land behind your boat. This includes gas, oil, gear lube, antifreeze, paint etc. Lubricants used for "topping off" must be stored within your boat.

Air Conditioned Gazebos, Hot Tubs, Open Flames or Fires

Prep your boat for winter storage by doing the following:

A set of keys and a completed decommissioning form is at the service shop.

All wet items need to be removed from your cabin.

Refrigerators emptied and all food removed from cabin.

Roll and store all carpet within the cockpit area.

Do not fill your gas tank. It will expand in the spring warmth and come out the overflow/vent.

Dryer sheets and moisture control keeps cabins smelling fresh.