



Shilshole Bay Marina Sublease Application & Agreement

Start Date: _____
MONTH DAY YEAR

End Date: _____
MONTH DAY YEAR

ALL SUBLEASES MUST BE APPROVED BY SBM STAFF PRIOR TO VESSEL ARRIVAL

Sub Lessee Applicant Information				
Sub Lesse Name:			Phone:	
Address:			City:	
Email:			State:	Zip:
Vessel Name:		WN or USCG Number:		
ELOV*:	Beam**:	Make & Model:	Sail <input type="checkbox"/> Power <input type="checkbox"/>	
Emergency Contact:			Emergency Phone:	

*ELOV= Extreme Length of Vessel includes bow sprit, swim step, davits, dinghy, rudder posts, or any other appendage that adds to the overall length.

**BEAM= Beam is measured at the widest point of the vessel.

I understand that the vessel to be moored at Shilshole Bay Marina must be navigable in open water under its own power as per Moorage Tariff item 1300-A-17: "Boats moored in a Port harbor must, at all times, be completely seaworthy and ready for immediate cruising in local waters."

I understand Shilshole Bay Marina does not allow for any overhang from slips and that the extreme length of the vessel (ELOV) to be moored at Shilshole Bay Marina must fit entirely within its slip. I also understand that if my vessel is too large for the slip I intend to sublease I will be turned away or moved to guest moorage at the applicable rate.

I acknowledge all vessels must be inspected by SBM staff prior to arrival into a subleased slip at the Marina. Vessels can be inspected between 9am and 4:30pm, 7-days a week at a location in the marina to be determined by staff upon arrival.

I have submitted current Washington State registration or U.S. Coast Guard documentation for the vessel to be moored at Shilshole Bay Marina.

I have submitted current proof of the minimum \$300,000 liability insurance for the vessel to be moored at Shilshole Bay Marina.

I acknowledge and agree to the regulations stated above and on the back of this agreement.

Signature: _____	Date: _____
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Monthly Moorage Customer	
Customer Name:	Berth:
Phone:	Email:
Live Aboard Status: YES <input type="checkbox"/> or NO <input type="checkbox"/> (if YES, must have a current agreement on file)	

I understand that I must pay the full amount due on my account before I may sublease my slip. I acknowledge and agree to regulations stated on the back of this agreement. I also agree that it is my responsibility to collect the moorage fees from my sub lessee. I realize that all charges which accrue on my account during the duration of this sublease are ultimately my responsibility. I will ensure that the sub lessee leaves on time or have additional costs (impounding, towing, etc) accrued to my account.

Signature: _____	Date: _____
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AUTHORIZATION TO SUBLEASE

- Moorage customers must notify the marina office of all subleases and subleases longer than seven (7) days must obtain pre-approval from the marina office.
- The Owner is responsible for all fees, forms and policies regarding live-aboard status. Liveaboard status can only be obtained via the application process and approval of Marina Management. Liveaboard status is permitted only for the approved individual(s) and is not transferable for rental of the vessel, use as a Bed and Breakfast, or lodging of any sort.
- This form must be completed in full before returning it to the marina office and must be completed *prior* to the beginning of the sublease.
- Moorage customers who fail to report a sublease will be subject to a \$50 unregistered sublease fee.

RESPONSIBILITIES OF LONG TERM MOORAGE CUSTOMERS

- All billing responsibilities (including moorage, utility and live aboard fees) are the Long Term Moorage Customer's. *Long Term Moorage Customer must have a zero balance on their account prior to subleasing.* Shilshole Bay Marina will not forward any billing statements to the sub-lessee. The Long Term Moorage Customer is ultimately responsible for any charges that accrue on his/her account while subleasing and for collecting of moorage fees from their sub lessee.
- The maximum available sublease time is 12 consecutive months. Customers may not sublease their slip for five (5) consecutive months following 12 months of consecutive subleasing.
- Subleases may be extended beyond 12 months with the review and approval of marina management.
- The Long Term Moorage Customer may not charge the sub-lessee more than the prevailing moorage rates.
- The Long Term Moorage Customer is responsible for the removal of the sub lessee's boat from his/her berth at the expiration of the sublease or on his/her termination date. The Long Term Moorage Customer may accrue impoundment charges if vessel is still in berth after termination date.

RESPONSIBILITIES OF SUB LESEE

- Parking Permits are the responsibility of the Long Term Moorage Customer and the sub lessee. The marina office is *not* responsible for providing these items and all moorage fees are paid to the Moorage Customer, not to the marina office.
- The sub lessee agrees to comply with all marina and boat harbor regulations. Non-compliance with these regulations will cause immediate termination of the sublease, and may result in termination of the Long Term Customer's moorage agreement.
- Second party subleasing is not permitted and will be cause for the termination of the Sublease Agreement.
- The ELOV (Extreme Length of Vessel) of the sub-lessee's vessel may not exceed the assigned length of the subleased slip.
- Any vessel, including a sublease, remaining at Shilshole Bay Marina for thirty (30) days or longer must provide the marina office with current vessel registration/documentation and proof of insurance with a minimum amount of protection and indemnity of no less than \$300,000 per occurrence.
- Sub lessees are subject to the same policies and regulations that apply to the Long Term Moorage Customer.

WAIVER OF RESPONSIBILITY & INDEMNITY

- It is mutually agreed that the Port does not accept the Boat for storage and shall not be liable or responsible in any manner for its safekeeping and condition of its tackle, apparel, fixtures, equipment, and/or furnishings. It is further agreed that the Port will not be liable or responsible for any personal injuries suffered by Owner or Owner's agents or invitees arising from any cause, upon Boat, Marina premises, or premises adjacent thereto. Marina premises adjacent to the berth have been inspected by Owner and are accepted in their present condition. Owner agrees to keep the area neat, clean, orderly and free from inflammable substances. Owner agrees to indemnify and hold the Port harmless from any loss, damage or injury resulting from the acts or omissions of Owner, Owner's agents, invitees or employees.
- The Port cannot be held responsible to provide berthage if in the event of a natural or unnatural disaster the Marina is destroyed partially or completely.

<i>*For Marina Use Only*</i>	
Insurance <input type="checkbox"/>	Registration <input type="checkbox"/> BMP <input type="checkbox"/> LAB Authorization <input type="checkbox"/>
Vessel Inspection <input type="checkbox"/>	ELOV <input type="checkbox"/> Seaworthy <input type="checkbox"/>
Documents Approved By:	Date:
Vessel Inspection Approved By:	Date:



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

The Port of Seattle and Shilshole Bay Marina are committed to preserving and enhancing the environment through proper management of all activities that occur at this facility. Given this commitment and in accordance with the Department of Ecology rules, United States Coast Guard regulations, and the Federal Clean Water Act, we have established these Required Management Practices in the hope that they will ensure the continued safekeeping of our harbor and marine environment. Marina staff members are available to assist customers 24 hour/day, 7 days/week. Shilshole Bay Marina has been named an "EnviroStar Business", earning the highest five-star rating for preventing pollution and reducing hazardous waste.

I. Bilge Water Management and Used Oil Disposal

Oily bilge water that is not contaminated by soaps, cleaners or engine coolant and is less than 50 gallons may be pumped via the bilge pump located at the end of the H-Dock free of charge 24 hours/day. For quantities over 50 gallons, we request that the boat owner contact a private company to remove the bilge water. Please contact the Marina Office on VHF Channel 17 for access to the bilge pump out station. See additional contact information at the end of this document.

- The discharge of contaminated bilge, ballast, or any water with an oily sheen is illegal. Do not discharge bilge water that is contaminated with oil, detergents, engine coolant or bilge cleaners. Oily discharges are toxic to marine life and the fine for discharging oil from your bilge can be as high as \$32,500 per day/per violation. Use oil absorbent bilge pads or pillows in your vessel's bilge to soak up oil and fuel.
- To prevent contamination of bilge water, do not drain oil into bilge. Fit a tray underneath the engine to collect drips. Use pads in the pan to make clean up easier. Keep the bilge area as dry as possible. Fix all fluid leaks in a timely fashion. Inspect fluid lines and hoses for chafing, wear and general deterioration. Clean bilge areas after engine maintenance work. When changing engine oil, wipe up any spills.
- Dispose of oil soaked absorbents when they are fully absorbed by wrapping in newspaper and then double wrapping in plastic and placing in the trash. The staff at the marina can also handle disposal of oil filters.
- Keep engines tuned and operating at peak efficiency. Keep the use of engine cleaners to a minimum.
- Oil recycling stations are located in several convenient locations in the marina and are free of charge to moorage customers. Please contact the Marina Office or call VHF Channel 17 for disposal instructions.

II. Fueling Practices (Shilshole Bay Marina)

A fueling station/convenience store is located on the end of H-Dock, and is open 7 days a week. Hours of operation change seasonally; please call 206-783-7555 for current hours.

- All fueling must take place at a fuel dock. Avoid topping off your fuel tanks. Estimate the amount of fuel needed prior to filling your tank to prevent overfilling. Always have absorbent materials on hand and at the ready before fueling. Catch any spills with an absorbent pad or container. Do not use detergents on fuel/oil spilled in the water. Detergents disperse spills, but do not eliminate them; and the combination is more harmful to the environment than the fuel/oil alone. Never leave fuel nozzles unattended.
- Oil absorbent pads are available at the fuel dock store.
- If petroleum enters the water, please refer to section IV for proper reporting requirements.
- Absorbent collars and overflow catch containers are strongly recommended for use when fueling



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

III. Hazardous Chemicals, Cleaners and Wastes

Shilshole Bay Marina can assist in providing the proper disposal of your vessel's hazardous waste. Contact the Marina staff on VHF Channel 17 or 206.601.4089 for disposal information. 24-hour service is available. For commercial vessels, a list of disposal service providers is available from the King County Yellow Book Waste Directory: <http://www.govlink.org/hazwaste/business/wastedirectory/>

- Hazardous or flammable chemicals/materials are not allowed to be stored on the dock. Materials stored on the vessel must be in labeled containers with tight fitting lids, stored under cover and inside secondary containment. Try not to store hazardous or flammable materials on the vessel in case of a fire or sinking vessel.
- Disposal of used oil, antifreeze, paints, solvents, varnishes, gas cylinders, preservatives and batteries in the garbage is prohibited. These materials are not to be discharged to the sanitary sewer or to marine waters. Do not dispose of these wastes in the Marina dumpsters and do not leave these wastes on the dock or in the dumpster areas. Call us and we will assist you with proper disposal.

IV. Spill Prevention and Response

Should a spill occur on or from your vessel, immediately stop the spill or leakage source and contain the spill. Report spills into the water immediately to the U.S. Coast Guard National Response Center at 1-800-424-8802 and the Department of Ecology at 1-800-OILS-911 or 1-800 258-5990. Please also notify the Shilshole Marina Office at 206.601.4089. Shilshole Bay Marina moorage customers are encouraged to have a supply of absorbent materials on board their vessel. Used absorbent materials should be wrapped in newspaper, double wrapped in plastic and disposed of in the trash dumpster.

- Do not use detergents or soaps to clean up spills. Oil and detergents are toxic to fish and other marine life. Do not use detergents on fuel/oil spilled in the water. Detergents disperse spills, but do not eliminate them; and the combination is more harmful to the environment than the fuel/oil alone.
- Clean up any spills on dock areas and dispose of wastes properly.
- Immediately repair or replace leaking connections, valves, pipes, hoses, and equipment that can result in the contamination of storm water.
- Please note customers may be held responsible for any supplies and labor costs the Port of Seattle utilizes in response to a spill or discharge emanating from an owners vessel.

V. Solid Waste

Trash dumpsters, mixed recycling containers for aluminum cans, glass, newspaper, tin and some plastics; and compost bins are available within the recycling/garbage centers. This service is available 24 hours/day and at no cost to the boater. A compost "worm bin" is located next to M-5 restrooms for recycling of kitchen scraps or newspaper. It is prohibited to throw any garbage into the water or on the land.

Notice to Boaters: A treaty known as the Marine Pollution Act (MARPOL) specifically prohibits the dumping of any plastics from any vessel anywhere in the ocean, or in our navigable waters, and restricts the dumping of all other types of refuse from boats.

If your boat is over 40' you are required by MARPOL to have a written waste management plan onboard. It must contain – name of the vessel; person in charge and; a short description of what you plan to do with your waste.

The Coast Guard requires all boats over 26 feet to display the MARPOL placard in a visible location.



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

VI. Sewage and Gray Water Management

Sewage pump out facilities and porta-potty discharge stations are located at the end of the H-Dock and the northwest face of lower "A" pier along the seawall and are available at no cost to all customers 24 hours/day. Shore-side restrooms, showers and laundry facilities are available for use 24-hours, 7 days per week. We encourage the use of shore-side facilities to reduce gray water generation. Pet waste scoop dispensers are located throughout the facility.

- The discharge of sewage or black water is prohibited. Pump-out facilities and port-a-potty discharge stations are located at the end of the H-Dock and the northwest face of lower "A".
- Pet waste may be a substantial source of fecal contamination to the waters of Shilshole Bay. All pet waste must be promptly removed and properly disposed of in the garbage.
- Gray water discharge from sinks, dishwasher, laundry and showers may be harmful to aquatic life within the marina and contains bacteria in sufficient quantities to be a public health concern. Vessel owners are encouraged to utilize: a) a pump out service (see marina office for references), b) contain gray water and use self pump out stations located at H-Dock and Pier A in the marina, or c) use shore-side facilities located throughout the marina. Showers are available shore-side. Boaters are encouraged to minimize the generation of gray water onboard and to utilize land side facilities. If using onboard showers, boaters must contain the gray water and dispose of it at the pump out stations.
- The discharge of laundry water from a vessel is prohibited. Laundry facilities are provided shore-side for commercial and recreational vessels.
- Use sink screens or strainers and dispose of strained waste in the garbage.

Notice to Boaters: Baking soda, vinegar, lemon juice and vegetable oil are far less harmful than conventional cleaning products; however, they are still foreign elements to the marine environment and should be treated as such. Use the minimal amount needed to do the job practically, do not discharge into the water.

VII. Repair and Maintenance Activity

In-Water Hull Cleaning

The metals in paint wastes generated by in-water hull cleaning adversely impact the water quality, aquatic organisms and sediment quality. A full service boat yard and engine repair facility are located at the south end of Shilshole Bay Marina and operated year round. Extensive repair work and bottom cleaning must occur in a commercial and permitted boatyard or shipyard.

- Washington State Department of Ecology and the Department of Natural Resources have determined that cleaning of vessels painted with sloughing and ablative anti-fouling paints and tin compounds (soluble "soft paints") while the vessel is afloat is prohibited by state law. Regulations also prohibit the use of mechanical or hydraulic devices for in-water hull cleaning. The April 1999 Washington State Department of Natural Resources Environmental Advisory for commercial divers is posted at the marina and available in the Shilshole Bay Marina office. This advisory restricts the cleaning of vessels with "soft paints" but it does not restrict in-water hull maintenance such as propeller, rudder, or prop shaft repair and hull surveys following charter service. Sacrificial anode zinc replacement is also allowed, provided the worn zinc is recycled.
- In-water hull cleaning is allowed for vessels not painted with a sloughing or ablative paint. However, during the cleaning process, any turbidity, oil sheen or discoloration to the receiving water is considered a violation of DOE Standard RCW 90.48 and is prohibited. Due to the potential for pollution, we strongly recommend that all hull cleaning be conducted in a permitted boatyard where contaminants are treated and disposed of properly.



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

Minor Repairs and Maintenance – Slip-Side Maintenance

- Painting, scraping and refinishing of boats in the water is limited to minor touch-ups. Minor touch-ups include a small area on the superstructure, deck and hull above the waterline that requires repair for mostly cosmetic purposes. Extensive repair work and bottom cleaning must occur in a commercial, permitted boatyard or shipyard.
- Any minor painting, sanding, scraping and refinishing must be contained and all debris collected. All paint mixing must be done with the can placed inside additional containment that will catch spillage. Paint cans used shall be no larger than one-gallon in size. Minor painting and sanding is allowed only on the interior and superstructure of the vessel. Placing a tarp over the work area is required to prevent any release of sanding debris or paint to the marine environment. The tarp must prevent releases as well as run off from rain. Clean up and dispose of all debris materials daily to prevent a release. Do not wash solids into the water or storm drains. Assistance with containment provisions is available in the Shilshole Marina Office.
- Perform paint and solvent mixing, fuel mixing, and similar handling of liquids onshore or in a contained location so that nothing can spill directly into the water.
- Store materials such as paints, tools, and ground cloths indoors or in a covered area when not in use.
- Repair activity is not allowed on the dock. A dock box is provided at each slip for storage of equipment and supplies. Hazardous waste and hazardous material (paints, thinners, & fuels) storage is not allowed in the locker boxes or on the dock at any time.
- Clean water under pressure may be used to remove salt from the outside of the vessel; however, any turbidity, oil sheen or discoloration to the receiving water is a violation of DOE Standard RCW 90.48 and is prohibited. Do not use soaps or detergents to wash the outside of the vessel.
- Engine repair and maintenance within engineering spaces is permitted. Engines and equipment may be removed from the vessel and sent for repairs. Leaking equipment must be removed in a containment tray.

VIII. Boat Hoist/Dry Boat Moorage Areas

Drains in the boat hoist area drain directly into the marina waters and the metals in paint wastes generated by hull cleaning adversely impact the water quality, aquatic organisms and sediment quality. The Washington State Department of Ecology and the Department of Natural Resources have determined that cleaning of vessels painted with sloughing and ablative anti-fouling paints and tin compounds, (soluble "soft paints") will produce an illegal discharge if released to the water. If your vessel is not painted with a sloughing or ablative paint, hull cleaning is not prohibited by the Washington State Department of Ecology, however, during the cleaning process, any turbidity, oil sheen or discoloration that is discharged (via the storm water basins) to the receiving water is a violation of DOE Standard RCW 90.48 and is prohibited. This potential for pollution and potential violation of the State law has lead Shilshole Bay Marina to strongly recommend that all hull cleaning be conducted in a permitted boatyard, where contaminants are treated and disposed of properly.

- Maintenance and repair activity, including the washing of boats, trailers or any vehicle on land at the marina facility is not permitted. Storm water basins in the parking lot discharge directly into marina waters and do not filter or treat contaminants that could be released due to this activity.
- Do not use soap. All soaps and detergents, even the biodegradable soaps are considered pollutants and are illegal. No cleaner meets the legal requirements to enter our waterways (Water Pollution Control Law, RCW 90.48.080).
- Storage of hazardous wastes or hazardous materials, including paints, cleaners, degreasers, and gasoline is not allowed in the dry moorage area.



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

IX. Vehicles

- Maintenance of vehicles in the parking lot is not allowed. Painting, engine or transmission removal is prohibited. Vehicles that leave significant amounts of fuel, oil, or transmission fluid in the parking lot are prohibited and may be towed at the owner's expense.
- No car washing is allowed at the Marina. All parking lot drains discharge to the Marina waters. Use a commercial car wash facility that recycles the contaminated water.
- Do not hose down the parking lot.

X. Pesticides and Fertilizers

No chemical fertilizers, herbicides or insecticides are used in the maintenance of the landscape areas within the marina. The Seaport Maintenance Landscaping crew uses organic based fertilizers and mulch generated by a recycling process. King County recognizes the Landscape Crew and Shilshole Bay Marina as a "Green Business" for the reduction and recycling of solid waste and for choosing less hazardous materials and products made from recycled content.

- Most pots and planters are open on the bottom and some of what goes in the top discharges out the bottom and into Marina waters. Do not use any pesticides. If any fertilizer or chemicals are used, a saucer or other containment under the pot is required.

Please contact the Shilshole Bay Marina Office to report any spill, discharge or other unsafe practices. Boater information, directories and guides are available at the Shilshole Bay Marina Office.

Physical address: 7001 Seaview Ave NW, Seattle, WA 98117.

Marina Office Hours – 8:00 to 4:30 PM Monday – Saturday

Office Hours Phone: (206) 787-3006 | After Hours Phone: (206) 601-4089

VHF Channel 17 monitored 24 hours/day – 7 days/week

Sewage Handling Disposal. Discharge of untreated sewage anywhere within the waters of Puget Sound, including Shilshole Bay Marina waters, is prohibited by law (Federal Water Pollution Control Act, 33 USC 1322; Washington State Water Pollution Control Act, Chapter 90.48 RCW, and other federal, state, and local laws and regulations). Discharge of treated sewage in Shilshole Bay Marina **will not be allowed per the moorage agreement.**

The definitions for Marine Sanitation Devices (MSD) are as follows:

Type I: a device that relies on maceration and disinfecting for treatment of the waste prior to its discharge into the water. The standard in 33 CFR Secs. 159.123 and 159.125, is that the effluent has a fecal coliform bacterial count not greater than 1,000 per 100 milliliters and no visible floating solids.

Type II: a device that is similar to the Type I; however, the Type II device provides an advanced form of the same type of treatment and discharges wastes with lower fecal coliform counts and reduced suspended solids. The standard described in 33 CFR Secs. 159.126 and 159.126(a), is that the effluent has a fecal coliform bacteria count not greater than 200 per 100 milliliters and suspended solids not greater than 150 milligrams per liter.

Type III: a device that is designed to prevent the overboard discharge of treated or untreated sewage or any waste derived from sewage. Type III MSDs are commonly called holding tanks because the sewage flushed from the marine head is deposited into a tank containing deodorizers and other chemicals. The contents of the holding tank are stored until it can be properly disposed of at a shore-side pump facility.



SHILSHOLE BAY MARINA REQUIRED MANAGEMENT PRACTICES

METHOD OF SEWAGE HANDLING (TO BE COMPLETED BY ALL NON-LIVEABOARD WET MOORAGE CUSTOMERS – LIVEABOARD CUSTOMERS COMPLETE THIS AS PART OF THE LIVEABOARD AGREEMENT).

I use the following method of sewage disposal on my vessel: (Please initial one)

Initial ____ The vessel has no head (toilet). I only use shore-side facilities.

Initial ____ The vessel has a working porta-potty that is dumped at the discharge stations located on H-Dock and at the north end of lower A-dock.

Initial ____ The vessel has a working Type III Marine Sanitation Device (MSD III), that is pumped out regularly at the self-service pump out station. Self-service pump out stations are located on A-dock and H-Dock.

Initial ____ The vessel has a working Type III Marine Sanitation Device (MSD III), that is pumped out regularly by a pump out service provider. (Contact the Marina Office for sources.)

Initial ____ The vessel has a working USCG certified Type III MSD that I do not use. I use shore-side facilities only.

Initial ____ The vessel has a working Type I Marine Sanitation Device (MSD I). I understand that the MSD I will no longer be allowed as a method of sewage disposal while in Shilshole Bay Marina as a condition of moorage.

Initial ____ The vessel has a working Type II Marine Sanitation Device (MSD II). I understand that the MSD II will no longer be allowed as a method of sewage disposal in Shilshole Bay Marina as a condition of moorage.

I/we have read and will adhere to these Required Management Practices and will help Shilshole Bay Marina achieve the goal of zero discharge to the environment.

Moorage Customer Name(s): (All partners in moorage must review and sign.)

Please Print

Please Print

Signature(s): _____

Date: _____