



City of Annapolis
Harbormaster
 1 Dock Street
 Annapolis, MD 21401-1818

Harbormaster@annapolis.gov • 410-263-7973 • TDD use MD Relay or 711 • www.annapolis.gov

City Dock Winter Dockage Application

Per City Code Chapter 15.10

(\$50.00 APPLICATION FEE)

Arrival Date/Time of Vessel _____ Departure Date/Time of Vessel _____

VESSEL INFORMATION

Vessel Name _____ Vessel Year/Make/Model _____

USCG/ State Registration _____ Hailing Port _____

Overall Length _____ Beam _____ Draft _____ Power or Sail _____

Power: 20 amp 30 amp 50 amp Single or Twin Outlet Other _____

VESSEL OWNER & CAPTAIN INFORMATION

Owner(s) Name _____

If Owner is Entity, Name of Authorized Agent _____

Owner Mailing Address _____

Owner Cell Number _____ Owner Home Number _____

Owner E-mail _____

Authorized Agent Name _____ Authorized Agent Phone Number _____

Authorized Agent E-mail _____

Emergency Contact Name _____ Cell Phone Number _____

WINTER DOCKAGE RULES

In preparation for your stay at Annapolis City Dock, please be advised of the following City procedures and rules:

- **This application is ONLY for reservations for Winter Dockage at City Dock between noon on the second Monday in November through noon on April 1st of the following year.** No extensions are permitted. Any vessels arriving earlier or departing later than this specified period will be charged the in-season rate specified in the City's approved Fee Schedule.
- If you do not plan to arrive until late afternoon or later, please call us no later than **6:00 PM the day before** with an expected time of arrival.
- Please call the Harbormaster's office at 410-263-7973 or on VHF Channel 17 when you are approximately 10-15 minutes from Annapolis Harbor so that we can provide you docking instructions and to assist you upon arrival. Your vessel may NOT be towed by the City or any other third party into any City slip or mooring.
- We will try to accommodate any special requests of dock locations or proximity to other vessels if possible, but we reserve the right to assign a dock.
- The power pedestals are not spaced evenly on the dock, so if you have extensions and/or splitters, please bring them along, just in case they're needed.
- It is the responsibility of the boater/captain to have proper fenders prepared for all weather conditions.
- **No commercial activity is permitted at Annapolis City Dock without a lease with the City, approval by City Council, and/or a Harbormaster-authorized Annapolis Charter Dock rental.** "Commercial activity" includes, but is not limited to, operation of charter vessel services, solicitation for charter services, sale of food, goods or services, product or service advertising or promotion, or any activity conducted to make a profit. The only exception to this

rule is that if your vessel is for sale, you may install two signs no larger than 16" by 24" advertising that it is for sale. Winter Dockage is only for recreational vessels and no commercial vessels will be allowed.

- Winter Dockage is **not confirmed** until receipt of approval from the Harbormaster's Office, payment of all applicable fees, and submission of the following:
 - (a) A copy of your vessel registration/documentation;
 - (b) A copy of your insurance policy providing at least \$100,000 coverage per person and \$300,000 coverage per incident covering your vessel (fully paid) through the projected dockage date, with the City of Annapolis as a named insured, second insured or co-insured;
 - (c) A copy of your US driver's license or other valid government issued ID; and
 - (d) A valid Credit Card in your name, which the Harbormaster will use to charge applicable Winter Dockage fees.
- Winter Dockage fees and electrical service charges are set pursuant to Annapolis City Code Section 15.10.020. Fees are due and payable in advance and will be charged on a monthly basis. Your credit card will be charged the first of the month. **The City will not refund or prorate any monthly fees if you stay less than a full month, or if you arrive later or depart earlier than the dates you specified on the Application.** Winter Dockage fees include the use of the Boater's Showers and Coin-Operated Laundry facilities located at the Harbormaster's Office, and electrical fees, per the current Annual Fee Schedule Resolution. Only November's fees will be pro-rated. Failure to pay all fees when due shall constitute grounds for refusal of any requested or any subsequent dockage requests.
- The City of Annapolis and its elected officials, employees and agents shall have no liability to vessel owners, operators, employees, passengers or guests for any losses and/or damages due to any reason whatsoever related to any approved use of the Annapolis City Dock pursuant to this application.
- The Harbormaster may deny, delay or reschedule dockage in the sole discretion of the Harbormaster to promote public safety, or to resolve conflicting uses of public property due to any condition.
- You agree to abide by all rules, regulations and laws governing the use of the Annapolis City Harbor, the Annapolis City Dock, and any related harbor or launch facilities, including all Federal, State and local maritime laws. Other rules and regulations applying to all customers, including Winter Dockage customers, are located on the back of the receipt you received from the Harbormaster. **Violations may result in written warnings, civil or criminal charges, and/or eviction from City waterways.**
- Any suspected illegal activity aboard a vessel or in the vicinity of the vessel by the Owner, passengers, crew, and/or excessive complaints by others at the Annapolis City Dock of disturbances emanating from a vessel, will be grounds for removal of the vessel from the Annapolis City Dock.
- No fueling or repair work in the Annapolis City Dock or Harbor areas.
- No barbecues or open fires.
- Use only UL approved electrical fittings at Annapolis City Dock. The City does not guarantee electrical supply and is not liable for any damage due to power failure.
- All combustible devices must be turned off from the tank when not in use. Gas stoves, ovens, water heaters, furnaces, and other devices that use kerosene, gas, alcohol, propane, butane, diesel or other forms of combustion may not be in operation while a vessel is vacant. Combustible devices that produce an ash residue (such as wood stoves, fireplaces, charcoal heaters, etc.) are prohibited. Un-vented combustion heaters of any sort are prohibited.
- Owners must attend to any necessary inspections or reinforcements of their mooring lines. The Harbormaster does not take care of mooring lines for any vessels.
- The City and the Harbormaster do not provide parking passes for use by any vessel or its Owner.
- Vessels must have a properly installed working Marine Sanitation Device (Head) and not a porta-potty.
- Boat awnings are prohibited, but dodgers or other yachting covers over open cockpits are permitted. Covers must be properly installed, free of excessive "flapping" and of a material that compatible with the surrounding area. All covers must be approved in advance with the Harbormaster.
- No laundry may be hung on the outside of the vessel or at any location in the Annapolis City Dock or Harbor. Please use the laundry facilities located at the Harbormaster's Office.
- Smoke detectors must be installed on vessels that are used for sleeping or residential purposes.
- Annapolis City Dock areas cannot be decorated, except by the City, and the Owner must keep them clear at all

times. This includes, but is not limited to, boat parts, plants, and any other miscellaneous debris.

- Heavy snow must be cleared from vessels as soon as possible.
- Do not leave a vessel in gear or engines running when unattended.
- Do not leave skiffs, dinghies, canoes or kayaks in the water.
- **The Harbormaster reserves the right to move your vessel by hand and line, with or without your presence, during your stay if needed to accommodate other vessels or in case of emergency.** In the event of inclement weather, the Harbormaster may require that all vessels be shifted into the western portion of Market Slip ("Ego Alley"), or may order all vessels to relocate elsewhere, or out of port. The Harbormaster also reserves the right to cause any vessel to be removed from the Annapolis City Dock for special events, including the Holiday Lights Parade during the second weekend in December. This will require vessels moored along the bulkhead to be removed by noon on the second Friday in December through noon on the second Sunday in December. The City may declare other special events without notice which will require removal from Annapolis City Dock.
- **Vessels that visit City dock during the winter months that are not pre-approved Winter Dockage customers will pay the regular fees for docking.**

EMERGENCIES & LIABILITY

In an emergency, call the U.S. Coast Guard on your Marine VHF or call 911.

During the term of your Winter Dockage at the Annapolis City Dock, you unconditionally agree that you will take full responsibility and liability for your own safety and the safety of your passengers, crew and guests and for all personal injury and property damages sustained by you and your passengers, crew and guests, and that the City has no responsibility or liability for personal injury or property damage to you, your passengers, crew and guests, or to the heirs and assigns of you, your passengers, crew and guests, and you further agree that you and your heirs and assigns shall indemnify and hold the City harmless from all such responsibility and liability.

We/I have read the terms and conditions that are incorporated into this application and agree to be bound thereby.

Owner Signature _____ Date _____

APPLICATION INSTRUCTIONS

You may download this application and fill out, saving to your device. Then email or print and mail it to the addresses above. **Once we receive your complete application with all required submittals, we will check availability and contact you.**

FOR CITY USE ONLY

Approved by _____ Harbor # _____ Date _____

Vessel Name: _____

ARRIVAL DATE: _____ SLIP NO: _____ BULKHEAD: _____

Dockage				
\$8.00	x	ft	=	\$
Electric				
Single 20 amp		\$75.00	=	\$
Twin 20 amp		\$150.00	=	\$
Single 30 amp		\$120.00	=	\$
Twin 30 amp		\$240.00	=	\$
Single 50 amp		\$225.00	=	\$
Twin 50 amp		\$450.00	=	\$
Total			=	\$

	<u>Date Paid</u>	<u>Receipt Number</u>	<u>Amount Charged</u>
APPLICATION FEE		#	\$
NOVEMBER		#	\$
DECEMBER		#	\$
JANUARY		#	\$
FEBUARY		#	\$
MARCH		#	\$

Notes	
NOVEMBER	
DECEMBER	
JANUARY	
FEBUARY	

MARCH	
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