



APPLICATION FOR ALLEN HARBOR MOORING AND/OR DOCK SPACE

Date you are completing this application: _____

Boat owners name: _____

Address: _____

City, State, Zip: _____

Mailing Address: _____

Email Address: _____

Proof of Residency: _____

Home Phone: () _____ Office Phone () _____

Boat Name/Registration: _____

Vessel Type - Sail _____ Motor _____ Is Vessel insured? Yes _____ No _____

Length: _____ Beam _____ Draft: _____ ft. _____ in.

Request: Mooring _____ Dock Space _____ First Available _____

Please note: If a mooring and/or dock space is not available, you will be added to the appropriate Waiting List(s) and notified when a space becomes available. Your position on the list(s) will be dated the day we receive your application.

Waiting List Fee \$5.00 per List (one time fee/list)

Mooring List Fee _____ Dock Space Fee _____ Total _____

(Revised 9-18-03)

ALLEN HARBOR MARINA

Rules and Regulations – Wait Lists

Any person who desires to obtain a mooring or a dock space at the Allen Harbor Marina shall submit in writing, on the form provided by the Leisure Activities Department, an application for consideration. The Allen Harbor Marina will maintain the following wait lists on which shall be placed the names of all applicants and will be posted in the Leisure Activities Office:

- 1.) Resident Mooring List
- 2.) Resident Dock Space List
- 3.) Non-resident Mooring List
- 4.) Non-resident Dock Space list

Applicants will be assigned to the appropriate list according to where they are domiciled and whether they desire a mooring or a dock space. If an applicant wishes to receive the first available opening, he/she must be on **both** the Dock Space and the Mooring List and pay the fee for each list. Should a non-resident applicant become domiciled in North Kingstown, he/she would be moved to the resident list(s) and maintain the date previously listed on the non-resident list(s). Likewise should an applicant move from North Kingstown, he/she would be placed on the non-resident list(s) and maintain the date as previously is listed on the resident list(s).

All applicants on the wait lists for greater than one year shall re-apply in writing annually by October 15 of each year to reconfirm their desire to remain on the appropriate list(s) and provide the size of the vessel and other pertinent data. When an applicant annually re-applies for the list(s), the date of the applicant's earliest consecutive application shall be used in determining position on the lists(s). A renewal application will be mailed annually by regular mail to each person on the on the wait lists to the person's last known address on file prior to October 15 to allow the applicant to confirm their desire to remain on the appropriate list(s). **An applicant who fails to renew and return their application annually shall be dropped from the wait list(s).** An applicant who is removed from a wait list will be notified by certified mail, return receipt.

On February 26, 2001 the Town Council approved a one-time fee per Wait List. This fee will be used to cover the cost of maintaining the lists and providing appropriate notifications to those on the lists. Should an applicant be removed from the wait lists and wishes to reapply in the future, he/she shall be required to pay the fee at that time of the "new" application. The amount of the fee (currently \$5.00) shall be prescribed in the North Kingstown Revised Ordinances Section 9-4, Table IV.

Vacant moorings and dock space shall be offered first to applicants on the Resident Mooring and Dock Space Wait Lists based upon the length of time on the appropriate list(s) and whether the available vacancy will accommodate the vessel covered by the oldest application. The Town reserves the right to award the vacancy to the "longest waiting" applicant whose vessel can be safely accommodated by the available vacancy. All applicants on the resident wait lists must provide proof of residency as defined in the Allen Harbor Marina rules and regulations prior to being awarded a tenant contract. Should an applicant on the resident lists be unable to provide proof of residency, the offer shall be rescinded and the applicant shall be moved to the non-resident list as prescribed above for a resident becoming a non-resident. **NOTE: The requirements of existing Allen Harbor Marina Tenants will be fulfilled prior to offering a vacant mooring or dock space to applicants from any of the Wait Lists.**

All applicants notified of a vacancy prior to March 1 and who chooses not to accept it, shall loose their current position and placed at the bottom of the appropriate Wait List should they choose to remain on the list. All others shall be removed from the appropriate Wait List. Subsequent to March 1 an applicant who chooses to decline the offer of a vacant mooring or dock space shall be offered the opportunity to remain on the wait list in his/her current position.

(Revised 9-9-03)