

## **BAYVIEW MARINA POLICIES**

### **Rental Rates, Payment and Booking Policy**

- Daily/Casual/Short Term rental rates are to be paid in advance for the period rented.
  - No refund will be given for late arrival or cancellation.
- Monthly rental rates are to be paid in advance.
- One (1) month notice is required for vacating from a monthly rental agreement.
  - Refund will only be granted if the berth can be re-let for all or part of the cancelled period and payable at completion of original agreement.
- If rent falls into arrears, access to the lock will be denied until all rental arrears and any fines have been paid in full.
- Rental arrears will be charged at an annual interest rate of 18% calculated daily.
- If Rent continues to be in arrears for a period of 2 months, you will be requested to vacate the berth immediately.
- Credit Card Payments have a 2% surcharge. Charges will be applied on the first day after due date. Debit Cards may be used which do not incur a surcharge.

### **Live Aboard Policy**

*Approval permit sticker must be placed on power pylon including expiry date.*

- Tenants may only reside permanently on their vessel if the berth where their vessel is moored has a current 'Live aboard Permit'.
- A standard Live aboard Permit is for two (2) adults only.
- With approval, up to 2 additional adults may also live on board at an additional charge of \$25 per person per day.
- Live aboard Permit is Non-Refundable.
- Owners of vessels with parties residing on them without a Live aboard permit will be fined \$100 for each recorded instance in each 24 hour period.

### **Insurance Policy**

- All vessels entering the Bayview Marina Estate must supply "Sterling Management Services" (SMS) with a copy of their current Public Risk (3<sup>rd</sup> Party Liability) Insurance Policy cover, with coverage for each incident of not less than \$5,000,000. Cover Must be maintained and updated details supplied to SMS as necessary, (for full duration of occupancy).
- No vessel will be allowed entry to the Bayview Marina Estate without current copies of their valid insurance lodged with the office of SMS.
- Vessel owners that allow insurance to lapse will be personally liable for any damage caused to the marina and/or other vessels.

### **Pets on Board Policy - *Approval sticker to go on power pylon***

- Pets are not allowed to reside on the marina without the written permission of the estate manager.
- Pet Owners are responsible for the behaviour of the animal and proper disposal of any waste of permitted animals in the marina.

### **Security Policy**

- Marina gates and toilet doors are to be kept closed at all times.
- Marina and toilet lock combinations will be changed at least every six months or whenever a security concern occurs.

### **Waste Disposal Policy**

- Vessels must contain all waste water in holding tanks within their vessels.
- No waste is to be allowed to enter the marina waterway.
- Fines for breaching this Policy will apply.

### **Washing Machines Policy**

- Hanging clothes onboard or within the marina Estate is prohibited.
- The use of washing machines on vessels while in the marina is prohibited.
- Bayview Marina provides laundry facilities for marina occupants.

### **Rubbish Bin Area Policy**

- The rubbish bin area is for the disposal of domestic waste.
- The dumping of vessel equipment, motors batteries, and household effects is prohibited. It is the responsibility of the owner to dispose of such items. Anyone found placing these or similar items in the rubbish area will be charged for the cost of its removal.
- All rubbish must be removed prior to departure.

### **Power Lead and Usage Policy - Minimum 15 Amp**

- Only one power lead is to be used by each vessel.
- Additional leads can be used with the approval of the Lockmaster and will incur an additional charge of \$25 per week.
- Leads must be new or have a current inspection tag attached.
- Vessels with old or damaged untagged leads will be disconnected.
- Non live aboard vessels are not allowed to run air conditioners at all.
- Parties leaving air conditioners on will be fined \$50 per day until they are turned off.
- Live aboard vessels may only operate air conditioners while occupants are on board.
- Parties leaving air conditioners on while not on board will be fined \$50 for each recorded instance in each 24 hour period.

## Marina Maintenance Policy

- Lock Maintenance

In the event of scheduled lock maintenance a notice will be placed in the notice board describing the problem and the expected down time. All vessel owners will receive a text message to their designated mobile phone.

*PLEASE MAKE SURE YOUR MOBILE NUMBER IS REGISTERED WITH THE LOCKMASTER*

- General Maintenance

In the event of any maintenance problem please contact the Lockmaster who will arrange prompt repairs. All major maintenance items will be tagged and dated. If delays occur in repairs the reason will be noted on the tag for residents' information.

## Vessel Maintenance Policy

- Minor maintenance on vessels may be carried out without the permission of the Lockmaster. This is defined as taking less than one day and only between 8am and 5pm.
- Minor maintenance specifically excludes the use of power tools and refuelling.
- Major maintenance is defined as maintenance which will take more than one day and with the use of power tools.
- Major maintenance requires written permission from the Lockmaster ideally in the form of an email stating the time frame for completion of the work and a description of the work to be carried out.
- The following maintenance must not be carried out in the Marina;
  - The grinding of metal to remove rust on the exterior of a vessel.
  - The sanding and painting of the whole exterior of a vessel.
  - Allowing any waste materials to enter the waterway.
- All rubbish must be removed prior to departure.

## Common Walkway Policy

- A person is not allowed to obstruct or impede the use of or access to a jetty by another person. Items left on the walkways will be confiscated.

## Bayview Estate Management Bylaws

- A complete copy of the bylaws is available at [www.bayviewmarina.com.au](http://www.bayviewmarina.com.au)