**FORMAL NOTICE TO VACATE A LONG-TERM SLIP AT MARINA VILLAGE MARINA  
 TO:** Marina Village Marina (SCPT Marina Village, LLC – A Delaware Limited Liability Company, dba “Marina Village”)   
 **I, \_\_ \_ \_\_\_\_\_\_\_\_\_\_\_\_\_, on this date of (\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_), do hereby give my 30 Day Notice to vacate Slip #\_\_\_\_\_\_\_\_\_.**

* I understand I (the tenant) am financially responsible for 30 days from the day the marina receives my notice, unless otherwise stated by the Marina.
* I understand the slip is NOT considered vacant until **A)** the boat and any accompanying bottom liners/dinghies/kayaks/inflatables. are gone, -AND- **B)** any personal items in the dockbox and/or around my slip are gone, -AND/OR- **C)** my buyer is on a Marina-approved agreement with appropriate paperwork, including current boat registration and insurance in their name, and also including payment arrangements.  
    
  ***Termination As Per Lease Agreement****: If this agreement is for a monthly tenancy as described in the wharfage contract, then it can only be terminated (a) by either party giving thirty (30) days written notice of termination to the other, (b) by the marina upon Owner's failure to comply with any of the terms or conditions herein, or (c) by the vessel being classified as a "stored vessel" and treated in accordance with the provisions of the wharfage contract. Deposit of a letter, postage prepaid, in the United States mail, addressed to the Owner at the address given below, shall constitute notice to the Owner hereunder.***In the event this notice is solely a precursor to selling my boat, I elect to:**

\_\_\_\_\_ Terminate within 30 days notice as stated above; or   
\_\_\_\_\_ Continue month-to-month occupancy until which time the boat is sold where I will provide Marina Village **(SCPT Marina Village, LLC – A Delaware Limited Liability Company, dba “Marina Village”)** proof of transfer by means of a copy of the released Title or Transfer of Documentation. As current occupant of the slip, I understand that the transfer of ownership of the boat does not carry with it the transferring of the rights to occupy the slip. Any buyer would have to fill out an application for the slip or relocate the boat within the marina if a slip is available. New applicants are entered on the waiting list based on the date of their application and all pertinent factors normally considered for occupancy will be considered on the new boater’s application.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_(\_\_\_\_\_)\_\_\_\_\_\_- \_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tenant Signature Phone Number Date**

**\_\_\_\_ \_   
Tenant’s Address City State Zip**

**REASON FOR VACATING THE SLIP: \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Termination Agreement:** Effective \_\_\_\_\_\_\_\_\_, 20\_\_\_\_, I have vacated slip \_\_\_\_\_\_\_. I have cleared all of my personal belongings from the slip & dock box, and returned my remaining keys and parking passes.   
   
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Client Signature / Date  
 **MV Inspection:** Slip & Dock Box have been inspected and the tenant is released of any further obligations with respect to future rent (except as defined above), or their obligation defined in the Wharfage Agreement.   
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
*Form last updated on May 6, 2015* MV Signature / Date

**OFFICE USE ONLY  
MARINA VILLAGE GATE KEY & PARKING PASS MOVEOUT FORM**

SLIP # \_\_\_ \_\_\_\_\_ TENANT(S) NAME(S)\_\_\_\_\_\_ \_\_\_\_\_\_\_ In Excel? Y/ N  
  
NOTICE GIVEN: \_\_ \_\_\_ RESPONSIBLE THROUGH: \_\_\_\_\_ \_\_ Ok to apply deposits? Y / N  
  
*Selling? Y / N* [ *Buyer's Name/Ph #: ]*

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| --- | --- | --- | --- |
| KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | KEY #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  A [ ] D [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ |

LOST KEYS (no refund): #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| TAG #\_\_\_ \_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ | TAG #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rec'd [ ] Lost [ ] Date Rec'd\_\_\_\_\_\_\_\_\_\_\_\_\_ |

LOST TAGS ( $25 / ea ): #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_ #\_\_\_\_\_\_\_\_\_\_\_\_   
  
  
NOTES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Once all items have been attended to or accounted for then a refund check will be issued within ten working days. Failure to return all items or remove personal items will result in fees including but not limited to labor and storage fees. Any items unclaimed after 30 days will be discarded.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_   
 **Boater’s Signature Date**

Dock Box Empty (\_\_\_) Y (\_\_\_) N Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Marina Village Staff Verification