

CITY OF ALEXANDRIA MARINA
DEPARTMENT OF RECREATION, PARKS & CULTURAL ACTIVITIES
1108 Jefferson Street, Alexandria, VA 22314
<http://www.ci.alexandria.va.us/recreation/marina/marina.html>
Email: city.marina@alexandriava.gov

APPLICATION FOR SHORT-TERM PLEASURE BOAT SLIP RESERVATION

All Questions Must Be Completed Date _____ 200__

Owner(s) Name _____ Boat Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone () _____ Bus. Phone () _____

Email _____ Fax _____

Boat Registration # _____ Expiration Date _____

Overall Length _____ Beam _____ Draft _____ Weight _____
(Includes bow sprit & swim platform)

One (1) 30amp connection Available Per Boat Slip. 50 amp connection available on T-heads. 100amp connection available on North T.

Make of Boat: Power Sail Hull: _____ Fuel _____

Reservation Desired Date Arriving _____ Date Departing _____
Note: Arrival must be after Noon on arrival date and must depart before Noon on departing date.

Fee of \$1 per boat foot/ per day and an additional charge of \$2 per day for utilities must be mailed (check or money order, no cash please) with this application. Applications submitted without appropriate fees and documentation will be returned to sender without consideration. Reservations canceled within 2 weeks of requested rental date will receive a refund of fees paid minus a \$15.00 processing fee. Reservations must be canceled in writing and e-mailed to city.marina@alexandriava.gov or faxed to Attention: City Marina 703-519-3474. All other cancellations will forfeit 100% of remitted fees. Please mail reservation and payment to address listed above. Reservations and cancellations will not be accepted at the City Marina. Please note that there is a minimum stay required for all holidays and special events. Call the City Marina at 703-838-4265 for additional information.

The undersigned signs that the information provided above is true and they understand that information provided here is subject to verification. The undersigned further acknowledges that they have read and understand the City of Alexandria Marina Reservation Procedures and Rules and Regulations. It is the responsibility of the undersigned to ensure that the City of Alexandria Marina Dock Master is always provided a current address and telephone number.

Signature _____ Date _____

(FOR OFFICE USE ONLY)

Date Application Received _____ Received By _____

Fees Received _____ Receipt Number _____

(COMPLETED BY DOCK MASTER)

Boat Size _____ Slip _____ Fee _____ Initials _____ Date _____

Reservation Procedures

Reservations are nontransferable.

Docking reservation requests will be reviewed for stays of 1 to 5 nights. Docking for less than 1 overnight stay is available on a first come first serve basis. City code prohibits transient docking for more than 5 consecutive nights.

Reservation requests submitted less than 72 hours before an arrival date will not be accepted. These vessels will be served at the marina on a first come first served bases.

Reservation for holiday and special event weekends are accepted for a minimum stay of 48 hours. Pleasure boats must arrive at the marina no later then 8:30 pm on the Friday of the special event/holiday weekend or between Noon and 4pm on the Saturday of the special event/holiday weekend. Boats arriving late will be offered slips on a first come first served basis.

Second and third party reservations will not be accepted this includes, yacht clubs, boat clubs, and other organized groups. A maximum of one boat reservation will be accepted per person, per calendar date.

A Wait List will be maintained for dates as determined necessary by the Dockmaster. Applicants will be selected from the wait list based on the size of the available slip, size of their boat and position on the wait list. Wait list applicant must contact the Dockmaster with 24 hours of notification of their selection from the wait list. If contact is not made within 24 hours, the available slip will be offered to the next applicant on the wait list.

Reservations canceled within 2 weeks of requested arrival date will receive a refund of fees paid minus a \$15.00 processing fee. Reservations must be canceled in writing and e-mailed to city.marina@alexandria.gov or faxed to Attention: City Marina 703-519-3474.

Cancellations will not be accepted at the City Marina.

Reservation request forms submitted without appropriate fees will be returned to sender without consideration.

Pleasure Boat Docking Fees:

- Up to 4 hours at \$5
- 4 to 72 hours at \$1 per foot for each 24 hours
- Each boat slip has one (1) 30 amp electrical connection and water hose bib available at \$2 per day
- Overnight visiting pleasure boats may dock after Noon on their scheduled arrival date and must checkout and depart the City Marina by no later than Noon on their scheduled departure date.

City Marina Operating Hours:

April to October

Monday - Friday 10:00am - 9:00pm

Saturday: 8:00am - 10:00pm

Sunday: 8:00am - 9:00pm

November to March

Sunday - Saturday: 10:00am - 5:00pm

Please note: pleasure boats may dock at the City of Alexandria Marina during the above stated operating hours.

Pleasure boats will not be permitted to dock, drop off, or pickup passengers during non-operating hours.

Pleasure boats are encouraged to contact the Dockmaster on VHF channel 16 before approaching the City Marina.