

CAPTAIN & CREW ARRIVAL CHECKLIST

REGISTRATION:

Step one is to register with the hosts in parking lot E. Please let them know that you have arrived and grab your parking passes from them.

CHECK-IN:

Step two is to check-in at the marina office.

Check-in is designed to collect all the proper documentation from captains. Paperwork will be completed, security deposit will be processed, and necessary information will be provided to assure a safe and enjoyable vacation.

Please Bring:

- Credit Card for Security Deposit
- Pleasure Craft Operator Card or Driver's Licence (any valid Government Issued Photo ID)
- Completed Crew List

The check-in takes roughly 30 minutes, but can take longer depending on captains' inquiries.

Following check-in, captains may be assigned a time for their orientation onboard one of our houseboats*. If a time is not immediately assigned, captains will receive a call via their phone to initiate orientation. *Note: orientation does not always occur on your assigned houseboat, but will be completed on your selected boat style.

ORIENTATION:

Step three is to complete the orientation aboard the houseboat.

Orientation is designed to teach captains all they need to know and includes instruction on various systems throughout the houseboat.

The orientation takes roughly 45-60 minutes, but can take longer depending on captains' inquiries.

LOADING/PARKING:

Step four* is to load your belongings onboard your assigned houseboat. Please see the hosts in parking lot B to be assigned a porter to assist with your loading. Once unloaded, the final step is to park your vehicles in lot E and shuttle back to the marina. Please ask the hosts in lot E for direction on where/how to park. *Note: in some instances loading may occur prior to the captains' orientation.

We know there is a lot to organize on this first day, so we thank you for your cooperation and patience.

