

# 30 Day Notice

Please furnish DBM with the following information to document your 30 day notice of intent to remove your boat and/or trailer from the Discovery Bay Marina.

## TRANSFERS

- **Transfer of space or slip require HarborMaster approval**
- *A complete and accurate application must be submitted before the Harbormaster can act to approve or deny such application.*

Name \_\_\_\_\_ Acct.# \_\_\_\_\_ Date of notice \_\_\_\_\_

Space(s) Vacated \_\_\_\_\_ Trailer \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Reason for notice:** Please "X" appropriate (Optional)

- Non-Use
- Moving
- Seasonal
- Financial
- Distance
- Too Busy
- Sold vessel
- Moved to different marina
- Other \_\_\_\_\_

## Below for Office Use:

Security Deposit (Boat) (Trailer) Acct. Balance Status Changed in TMP:

- Received by: \_\_\_\_\_
- NOTC (boat and/or trailer)
- Contract pulled
- Card pulled
- Delete recurring charges (boat) (trailer)
- No statement
- AUTO pay

# of Key(s) returned \_\_\_\_\_ Actual OUT & GONE Date: \_\_\_\_\_

Adjustments to be made:




