



Spring is just around the corner – we are starting to plan a little earlier than usual this year.

We are excited for the upcoming boating season and hope that you have had a safe and healthy winter. We ask that you continue to practice safe social distancing and remember that masks are required everywhere on property at all times.

In this package you will find a **Launch Request** and a **Commissioning Request**. We encourage you to reach out to Alana, our Marine Service Coordinator with any questions about the spring service and launch process. She is eager to meet you and help facilitate all of your engine service needs, hauling/launching, transports, bottom painting, detailing, and more. She can be reached easily via email at [service@capeannmarina.com](mailto:service@capeannmarina.com) or on the phone at 978-283-0806 EXT 481. Please keep in mind that all service and yard requests must be submitted in writing. All requests are scheduled on a first come- first served basis. These forms can also be found on our website at [capeannmarina.com/marine-services/service](http://capeannmarina.com/marine-services/service). We encourage you to email your forms to Alana, as we work towards a more environmentally friendly paperless scheduling process.

We welcome Tyler Giunta as our new Parts & Retail Store Manager. Tyler has a background in inboard engines, boat parts and accessories and would be happy to help locate any items you may need. He currently has the store stocked with cleaning, painting, and detailing supplies as well as factory filters, oils, parts, and coast guard safety items to prepare you for your upcoming season! Be sure to contact Tyler if you find something online you'd like to order – we have competitive pricing and access to many catalogs and vendors with a quick turnaround time if it is not a stocked item. He can be reached at [parts@capeannmarina.com](mailto:parts@capeannmarina.com). The marine store will be open Monday through Friday 8am to 4pm for the beginning of the spring season. Hours will change as summer progresses.

All service and launching requests are processed on a first come - first served basis. Requests beyond the realm of standard commissioning may be scheduled separately as summer work. You are required to return all service requests **30 days prior to your preferred launch date**. Launch dates are not guaranteed – if you find that you are not able to meet your preferred launch date, please notify us at least **one week in advance**.

**MAY 15<sup>th</sup> 2021:**

- All winter storage agreements end on May 15<sup>th</sup>, so please plan to launch your boat prior to this date.
- All boats will have shrink wrap removed prior to May 15<sup>th</sup>, unless you make arrangements with Service.
- You will have 2 days to remove your boat from your temporary launch slip after May 15<sup>th</sup>

**JUNE 1<sup>ST</sup> 2021:**

- Boats and trailers in the yard will be charged a daily rate and may be subject to yard relocation fees.
- You have two days to remove your boat from your temporary launch slip. After 1 days, you will be charged a daily dockage fee.

Please contact Karl, our Dockmaster, for dockage reservations or requests. He can be reached by email at [dockmaster@capeannmarina.com](mailto:dockmaster@capeannmarina.com), in the office at 978-283-2116x 455 or via cell/text at 978-325-1121.

We will be offering summertime all access or no access trailer storage. Don't have a boat slip or a mooring? Our Valet Services will also be ready to go when needed. Check out our website for details.

We look forward to servicing you and hope to see you soon!

Thank you,  
*The Cape Ann Marine Sales & Service Team*

# EARLY BIRD – LAUNCH SPECIAL

\$70 LAUNCH (TRAIERED BOATS ONLY)

WHEN YOU HAVE  
CAPE ANN MARINE  
BOTTOM PAINT YOUR BOAT

-EARLY BIRD SPECIAL - BOATS UP TO 25' - APRIL 1<sup>ST</sup> – MAY 15<sup>TH</sup>  
\*MUST COMPLETE SPRING COMMISSIONING AND LAUNCH REQUEST 30 DAYS PRIOR.

## THINKING OF SELLING YOUR BOAT?

WE LIST ON BOATS.COM AND YACHTWORLD YEAR ROUND

WE ARE OPEN YEAR ROUND AND ARE ALWAYS HERE TO FACILITATE A NEW BROKERAGE SALE, NEW BOAT, OR USED BOAT SALE. LET US KNOW IF YOU'RE INTERSTED IN SELLING YOUR BOAT AND WE WILL STORE YOUR BOAT IN A PRIME LOCATION

## WE WILL MATCH OR BEAT ANY BOTTOM PAINT PRICE

With environmental regulations becoming more strict, in regards to pressure washing bottoms and antifouling paint, we as marina operators need to do so as well. Some boatyards have restricted any outside paint from coming onsite and are only allowing the paint they offer in their store. Other yards have restricted boat owners to do their own bottoms. If you are planning to do your own bottom painting this spring, we strongly encourage you to buy your paint through us. In fact, we will match or beat other's prices. We can also provide a paint kit for you, which will include all the necessary supplies such as rollers and brushes, to complete the job at a price that can't be beat! Our anodes/zincs are competitively priced. We want to make sure that you are supplied with great quality products, and give you the best price we can!



## THINKING OF REPOWERING YOUR BOAT? WE'RE HERE TO MAKE IT EASY.

YAMAHA, SUZUKI & CUMMINS CERTIFIED—  
Visit our factory trained technicians and see what engine will fit your lifestyle. We have the facilities and equipment to install engines 2.5HP-425HP. We are happy to evaluate any vessel big or small.

## WANT TO HAVE THE CAPE ANN MARINA EXPERIENCE?

NOW TAKING RESERVATIONS FOR THE 2020 BOATING SEASON.



Find us online at [capeannmarina.com](http://capeannmarina.com)  
or call our Dockmaster's office at  
978-283-2116.



75 Essex Avenue – RT. 133 Gloucester, MA 01930

978-283-0806 • [service@capeannmarina.com](mailto:service@capeannmarina.com) • Fax: 978-283-2560 • [www.CapeAnnMarine.com](http://www.CapeAnnMarine.com)

SIGN AND SUBMIT **30 DAYS PRIOR** TO REQUESTED COMPLETION DATE

**REQUEST DATES ARE NOT GUARANTEED**

DATE:		LAUNCH REQUEST DATE:
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OWNER:		VESSEL NAME:
PHONE:		LOA:
EM/		VESSEL MAKE:



**KEY LOCATION:** \_\_\_\_\_ **COMBINATION:** \_\_\_\_\_  
*Work requests will not be accepted without a KEY LOCATION*

- I am launching my vessel at Cape Ann Marina and **have completed a Launch Request**
- I trailer my boat. **I am not launching** at Cape Ann Marina
- Please remove my **Shrinkwrap** by: \_\_\_\_\_

**\*Only Cape Ann Marine can remove Shrinkwrap**

*No removal fee if wrapped by CAMSS – A removal & disposal fee may apply if not wrapped by CAMSS.  
 All shrinkwrap will be removed by May 15<sup>th</sup> unless prior arrangements have been made.*

**TRAILORED BOAT SPECIAL**

BOATS UP TO 25' 4/1/21 - 5/15/21

**\$70 LAUNCH ONLY**

*When you have CAMSS bottom paint  
your boat*

**MUST REQUEST 30 DAYS PRIOR**

**BASIC ENGINE START UP SERVICE**

6408

Load test, charge, and install batteries as needed. Clean and service battery leads and hold downs. Inspect engine, belts, hoses and wires. Check fluids and fill as needed. Change low pressure and water separating fuel filters and prime with fresh fuel. Check fuel filter sample for water/debris. Test run engine(s) and verify proper function of steering and controls. Verify operation of navigation lights and bilge pumps. Commission generator in same manner if equipped. Install stern drive if applicable. Provisions for additional service recommendations as needed.

**ENGINE START UP & TUNE**

6401

Includes all of the above, plus services outlined in manufacturers owner's manual i.e. water pump service, spark plugs, thermostats, distributor caps, rotors, and stern drive services as applicable.  
**\*Tune up service is recommended at 200-300 hour intervals or after 2-3 years. Spring is the best time for this service\***

**WATER SYSTEMS**

2140

Connect plumbing, flush and fill water tank(s). Pressurize systems. Test all water pumps, live-well, and washdown pumps. Reconnect hot water heater, head system and A/C units if applicable.

**ZINCS**

1216

ZINCS (EXTERNAL) Shaft, Rudder, Trim Tabs

1216

ZINCS (INTERNAL) Closed cooling

**BOTTOM PAINTING -Tape Waterline & Paint-**

1100

UP TO 25'

\$13/FT + MATERIALS

1101

26' TO 40'

\$15/FT + MATERIALS

1102

40' & UP'

\$17/FT + MATERIALS

COLOR/BRAND

PREFERENCE :

**DECK & COCKPIT WASH**

deck surfaces and gunwales

\$65/HR + MATERIALS

**BUFF & WAX**

waterline to rub rail

8100

UP TO 25'

\$12/FT + MATERIALS

8101

26' TO 40'

\$14/FT + MATERIALS

8102

40' & UP'

\$15/FT + MATERIALS

**COMPOUND & WAX**

waterline to rub rail

8002

UP TO 30'

\$16/FT + MATERIALS

8003

30' TO 40'

\$17/FT + MATERIALS

40 & UP

\$19/FT + MATERIALS

**PRICE MATCH GUARANTEE**



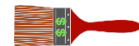
**INTERLUX ACT** \$195/GALLON

**MICRON CSC** \$295/GALLON

**MICRON EXTRA** \$320/GALLON

**BOTTOM PAINT KITS**

AVAILABLE IN MARINE STORE



**TRAILER STORAGE**

I AM STORING MY TRAILER AT C.A.M FOR THE SUMMER (Flat fee of \$500)

I AM PICKING UP MY TRAILER

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

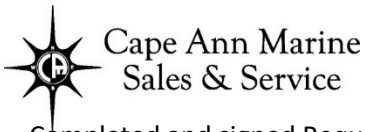
By signing this form, I agree and understand the policies and procedures outlined above and on the back or page 2 of this document.

## Cape Ann Marine Sales & Service POLICIES for all Service Work

- **No new work, hauling or launching will be performed unless Customer's account is current, this also includes customers that have a storage contract with Cape Ann Marina. Full remittance of all balances must be paid prior to taking boat from marina lot or docks.**
- A completed, signed work order or seasonal commissioning or de-commissioning checklist with customer and boat information along with a detailed description of work requested and provision of keys and or combo is required prior to job scheduling or commencement. Service requests will not be entered onto the schedule if any of this information is missing.
- **Owner is responsible for: drain plugs, opening thru-hull fittings, bilge pump and battery operation.**
- **Storage Fees** Boats that are dropped off for Service, without an appointment are subject to the Daily Yard Storage Fee. Boats without wet or dry storage contracts must be removed from the premises no later than 4 business days following notification of job completion. Daily Yard Storage Fees: up to 30' trailer is \$35.00/day, additional rate for over 30'.
- Trailers must be picked up after launching within 2 days, or daily storage fee will be charged. Customers who want to pick up boats or trailers after hours can do so **any time before 8 p.m.** providing that payment is made in full prior to pick up.
- All trailers brought to yard must be **labeled with customer name** and vessel name on tongue. Failure to do so may result in a delay in service.
- Cape Ann Marine is not responsible for damage caused to boat, motor or trailer due to poor trailer adjustment i.e. improper tongue weight. Cape Ann Marine is not responsible for proper tie down upon completion of work, and customer pick up.
- Cape Ann Marine will provide for disposal of waste engine oil during normal business hours as long as the oil was purchased from our Ship's Store. Any persons caught leaving containers of waste oil on the grounds unattended will be subject to a fine and reported to Clean Harbors. This will also apply to any inappropriate disposal of hazardous materials on site.
- Labor performed at Cape Ann Marina must meet or exceed ABYC standards. ABYC non-compliance is grounds for job refusal.
- Weather Related Damage - Cape Ann Marine is not responsible for damage caused to boats or trailers caused by acts of nature. We are also not responsible for damage caused to boats or trailers in our yard by other patron's or visitors.
- An Environmental Fee of 1.75% will be assessed to all work.
- By law, hazardous spills need to be reported immediately. Spills must be cleaned at boat owner's expense.
- Jobs that exceed \$500.00 may require an initial deposit and may be subject to partial billing prior to job completion.
- Special orders for parts that exceed \$100.00 require an initial 25% deposit. A 15% restocking fee will be assessed for any returned or refused special orders.
- By signing this document, you are agreeing to both the front page and the above policies.

**Print Name:** \_\_\_\_\_ **Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*By signing this form, I agree and understand the policies and procedures outlined above.*



Cape Ann Marine  
Sales & Service

## LAUNCH REQUEST 2021

Completed and signed Request Forms must be submitted to *Cape Ann Marine Sales & Service* at least **one month** prior to launch request date. Please notify us if you plan to postpone your requested launch date to avoid additional fees.

**Requested launch dates are not guaranteed.**

Boats will not be added to the launch schedule or launched without:

- **Your account balance paid in full for Service and Winter Storage**
- Completed & signed **LAUNCH REQUEST**, and
- **CERTIFICATE OF INSURANCE** – email insurance to [service@capeannmarina.com](mailto:service@capeannmarina.com)

Cape Ann Marina or Cape Ann Marine Sales & Service are not liable for damage to spray rails, bilge keels, transducers, through-hull fittings, roll dampening components or any similar hull protuberances while hauling and/or launching. The vessel owner is responsible for providing any special equipment required for the protection of those hull components during the aforementioned operations. \_\_\_\_\_ (initial)

Please fill out completely.

Boat Name & Registration #'s	POWER or SAIL L.O.A.:	SIZE OF BOAT: BEAM:                  DRAFT:
Owner information	Phone #'s	
	Email:	
Launch Week Requested: <b>Not guaranteed</b>	WEEK OF:                  STEP MAST*                  YES or NO	*Please make arrangements with Marine Services at (978) 283-0806 with as much notice as possible for mast stepping.
Assigned Summer Slip if known:	If you do not have a Summer Slip what is your expected departure date*:	

REMARKS: \_\_\_\_\_

*Schedule additional boat services at our Marine Service Center or by emailing [service@capeannmarina.com](mailto:service@capeannmarina.com)*

**No launching or hauling on holidays, Saturdays or Sundays without special request. Different rates may apply.**

**Owner is responsible for: providing and installing drain plugs, opening thru-hull fittings, dock lines (4 min.), fenders (3 min.), paint, throw-away brush in cockpit, safety equipment, bilge pump and battery operation.**

\_\_\_\_\_ (initial)

**\*We will notify you when your boat has been launched. Unless you are a summer slip customer you will have 2 days to remove your boat from the temporary slip, prior to May 15 and 1 day after. Otherwise, current dockage rate will be charged daily. For slip storage, contact our Dockmaster and make a reservation or request [dockmaster@capeannmarina.com](mailto:dockmaster@capeannmarina.com).**

**All trailers must be removed within 2 days after launch, if not a Daily Yard Storage Fee will be charged. \_\_\_\_\_ (initial)**

**Are storing your trailer with us for the summer? A flat \$500 storage fee will be billed to you. Yes, \_\_\_\_\_ (initial)**

**Yard Labor** \$65.00 per hour (Min ½ hr)

**Marine Mechanic Labor Rate** \$125.00 per hour (Min ½ hr)

**Daily Yard Storage Fees:** Daily Yard Storage Fees: up to 30' trailer is \$35.00/day, additional rate for over 30'. (this applies to service or launching work orders)

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Cape Ann Marine  
Sales & Service

## CREDIT CARD AUTHORIZATION 2021

### CREDIT CARD AUTHORIZATION

Today's Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing address of Card: \_\_\_\_\_

\_\_\_\_\_

I \_\_\_\_\_ hereby authorize **Cape Ann Marina** and **Cape Ann Marine Sales & Service**

to charge \$ \_\_\_\_\_ on my \_\_\_\_\_  
(Type)

CC# \_\_\_\_\_ expires on \_\_\_\_\_.

Security codes: 4 digit code if American Express on Front \_\_\_\_\_

or 3 Digit Code on Back of all the other Credit Cards \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_