## **MONTEREY WAITING LIST – Application & Procedures**

## Return to:

Office of the Harbormaster, 250 Figueroa St., Monterey, CA 93940 831-646-3950 or Fax 831-646-5674

An initial fee of \$20.00 (includes a one-time registration fee and the yearly fee) is required for inclusion on the waiting list. You will be billed each year on the anniversary of your sign-up. The yearly fee is \$10.00. Failure to pay the yearly fee within sixty (60) days of its due date will result in removal of your name from the waiting list. You are responsible to keep the Monterey Harbor office informed, in writing, of your current address.

The waiting list is organized chronologically. It is further divided chronologically into separate lists representing different berth sizes. You have the right to move from list to list, based on chronological order; except under the circumstance that the Harbormaster has already offered the next available berth on the new list to the #1 person, in which case your name will be inserted no higher than #2.

Waiting list applications may not be transferred to other individuals, businesses, or legal entities, nor can other names be added to the application. Spouses are automatically considered co-applicants.

Membership in the Monterey waiting list system allows you to use your date to apply for any facility operated through the waiting list system, including east moorings, and any future berthing or moorage that may be developed by the City.

You may only pass once on a berth offering. If you decline a second berth offering you will be transferred to a "standby" list, which preserves your original application date while setting aside your active status until such time as you direct the Harbor staff to again place your name on the regular waiting list for a specific berth size.

When a berth is offered, the City will first try to make telephone contact. If no contact is made we will send notification by both certified and first-class mail, and you will have twenty calendar days from the postmarked date to accept or reject the berth. If no response is received, you will be passed for the berth.

Your waiting list application will only provide one berth. However, after you have a berth you may continue to be on the waiting list if you are requesting a different sized berth. Effective July 1, 1997, recreational boaters may not acquire more than one berth; therefore, in accepting a different sized berth, the original berth must be released to the City.

Please indicate below the berth size and/or mooring size that you are interested in. Berths start at 20 feet in length and increase in 5-foot increments up to 50 feet. For a mooring please indicate the boat length that will occupy the mooring.

I have read and understand the above procedures.

Name (print)		City of Monterey, witness	City of Monterey, witness	
Address		Action taken	Date	
City St	ate Zip	Action taken	Date	
Email address		Action taken	Date	
Phone - home/work	Berth size/Mooring size (circle choice above – you may circle both)	Action taken	Date	
Signature	 Date			