



Dear Boater:

We are excited to be preparing for the 2025 season! We will be utilizing the same system for launch that we used for Haul-Out last year. You will rank your desired week 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice and we will do our best to accommodate your preference. **BMA Owners** who use their slip will be able to have their choice of all five weeks, all **Renters** at BMA will be able to have their choice of weeks 2 through 5 and people who only **Winter Store** here will only be able to choose weeks 4 or 5. **No priority will be given to when or how you return your form, we will only be utilizing your rank choices as well as your boating status (owner, renter of winter storage customer).**

You may turn in your Launch Form anytime between now and March 17. **Please fill out the form completely (that includes choosing your 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choices)** and return it electronically to [ellsa@bayportmarina.com](mailto:ellsa@bayportmarina.com), via mail to 200 Fifth Avenue South, Bayport, MN 55003, or in person.

The weekly launch schedule will be published to the BMA website on Friday, March 21. We anticipate beginning launch on April 15 – Week 1, weather and water levels permitting. Unfortunately we don't have the ability to start earlier than mid-April. This is related to the tasks that need to be performed leading up to launch, insurance and temperatures, specifically water temperatures (in the spring the water is much colder than the fall even with mildly cold weather, things can freeze).

**IMPORTANT REMINDER: To be ADDED to the 2025 Launch Schedule, your account must be paid-in-full (or account balance not beyond 30 days), current insurance must be on file (\$500K liability insurance & BMA listed as additional insured), and signed contracts must be returned to the Office on or before March 16. If any of these items are missing, you will not be added to the Launch Schedule until they have been received and there will not be room in the schedule for your boat until week 5. BMA would have contacted you one time before March 16 if any of these items are missing.**

#### **SERVICES OFFERED FOR 2025:**

The **Unlimited Pump-out Pass** is available for BMA members for \$50. This program allows for an unlimited number of pump-outs during the entire boating season at our Fuel Dock. If you would like to participate in the program, check the box on your Launch/Request Form. The \$50 fee will be applied to your summerization invoice, and the window cling will get stapled to the invoice (you will receive this invoice both by mail and email).

The **Mobile Pump-Out Program** will offer pump-outs at your slip during the week (no need to be present). This program is limited to 40 boats for the 2025 season and sign up is based on a first come, first serve basis. The cost is \$465 for the season and will be performed from May 20 through September 9. Each time your boat is pumped out you will be left with a bottle of Aqua Kem to add to your holding tank.

Again, this year we are offering the **Automatic Battery Replacement Program**. By checking this option on the Launch/Request Form, you are authorizing the immediate replacement of any bad or non-serviceable batteries on your boat. We stock Interstate Marine batteries; manufacturer warranty is included. If you have something other than lead-acid batteries, this program would not be applicable to you, as we would have to order batteries for replacement. The cost associated with this program is the cost of the batteries, labor to install them **and** the battery service of the original batteries. **Important: if you choose Complete Summerization or 'Batteries' on Partial Summerization, that is a different service and includes filling the batteries, cleaning the terminals and connecting them, *not* replacement of the batteries.**

As a reminder to all boaters, **the Service Department must have a set of CABIN and IGNITION keys and/or combination for your boat** before your launch week. We will be unable to launch any boat without keys, batteries and/or auxiliary gas tanks or outboards that may have been stored off-site; this also includes **mooring lines and shore power cables**. If any of these items are stored on the boat over the winter, please make a note on your launch form of where

they are kept. Searching for lines or keys slows down our processes and, in some circumstances, can be dangerous. If the Service Department has to contract you to find keys or to find/furnish lines to secure your boat in your slip, an additional fee will be charged.

A **recycling program** continues to be in place for the shrink-wrap film. Shrink-wrap contractors are responsible for the removal and placement of shrink-wrap film into the recycling transport. If you would like to have it removed early, please contact your contractor. If you signed up for shrink-wrap through BMA last fall your contractor is the Boat Doctor (info@boatdoctormn.com or 651.436.4490). However, if anyone wishes to remove their own shrink-wrap, you must adhere to the procedure listed below. Properly recycling of the shrink-wrap is very important, it allows us to keep our Clean Marina status and it keeps our dumpsters space from being filled up with wrap that can't be recycled, while not incurring additional fees from our waste disposal company. **Any boater will incur a \$150 charge if the following procedure is not followed by them, or contractors hired by them to perform buff/wax, when removing their own wrap.**

1. Remove all the white strapping from the shrink-wrap that is running around the perimeter of your hull sides. Failure to do this could result in our load getting rejected at the recycling facility.
2. Cut the shrink-wrap down the center of the boat and let it fall to the ground.
3. Roll the shrink-wrap into two rolls or cut it in half once more so they are easily moved.
4. Tuck the shrink-wrap rolls under your boat to be hauled-away.
5. **DO NOT put shrink-wrap in dumpsters or marina recycling carts.**

We are currently renewing existing **Secondary Watercraft** spots with occupants from last season to determine how many spots will be open for the 2025 season (this is usually a very small number that become available). If you would like to request a spot, please locate the 2025 Secondary Watercraft Storage Request Form on our website (use the For Boaters drop down and click on Forms, choose the SWC Request form) and return between now and March 17 via mail or email to ellsa@bayportmarina.com.

If you have a change/addition that should be made to the **2025 Directory**, please locate the form on our website (use the For Boaters drop down and click on Forms, choose the 2025 Directory Form). If you are a new member of Bayport Marina for the 2025 season, we will use the information provided to complete your agreement; please notify us of anything you do not want printed in our Directory. Please return this form via mail or email to ellsa@bayportmarina.com.

Following an update from last season, if you have updates or did not return an Emergency Contact Form please do so this year. The form can be found on the website, or you may request a copy from Ellsa or Kori. As a reminder, we do not expect anything bad to happen but there are times where we may need have contact information for someone besides you as the boater (a good example is if you are traveling out of the country and in a different time zone and there is an issue with your boat). Additionally, this form includes a spot for you to provide your primary vehicle information. The reason why we are requesting this information is for primarily during launch and haul-out when there may be vehicles in our way for moving boats and we need to quickly and efficiently determine who's vehicles it is. This sensitive information will be kept on file only accessible by Kori or Ellsa.

If you would like to be added to our Canvas or Refinishing Departments' Schedules, please contact them directly at canvas@bayportmarina.com or refinishing@bayportmarina.com.

If you have any questions regarding launch and service, please feel free to give me a call. We are looking forward to another great boating season on the St. Croix!

Sincerely,



Nick Lutfi, Services Manager  
service@bayportmarina.com  
651.439.1043

Please visit our website or read our Marker 19.1 for the calendar of events for the whole 2025 season!  
Below we listed the events for March and April.

**DATE**

March 1

March 17

April 15\*

Week of 4/15\*

TBD\*

**EVENT**

Assessments & Rent Due

Launch Paperwork Due

Projected First Day of Launch

Cover Roll Down

Water to Docks



## Spring Launch and Service Request Form RENTERS

Launch Requests Accepted February 24 – March 17, 2025

Name (first and last): \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Boat Name: \_\_\_\_\_ Boat Length: \_\_\_\_\_ Boat Manufacturer: \_\_\_\_\_

Slip #: \_\_\_\_\_ Keys in Service: \_\_\_\_\_ Combination Lock Code: \_\_\_\_\_

### LAUNCH WEEK DESIRED

In rank order, please choose your desired Launch Week, we will do our best to accommodate your preference.

\_\_\_ Week 2 – April 21      \_\_\_ Week 3 – April 28      \_\_\_ Week 4 – May 5      \_\_\_ Week 5 – May 12

**IMPORTANT REMINDER:** to be ADDED to the 2025 Launch Schedule, your account must be paid-in-full (or account balance not beyond 30 days), current insurance must be on file and signed contracts (for Renters) must be returned to the Office on or before March 17. If any of these items are missing, you will not be added to the Launch Schedule until they have been received and there will not be room in the schedule until week 5.

### SERVICE DESIRED

\_\_\_ Complete Summerization of *Main Vessel*  
\_\_\_ Complete Summerization of *Dinghy*  
\_\_\_ NO SERVICE  
\_\_\_ Partial Summerization (check list below)

### OPTIONAL ADDITIONS

\_\_\_ Automatic Battery Replacement Option  
\_\_\_ Unlimited Pump-out Pass for Fuel Dock  
\_\_\_ Mobile Pump-out Program (40 spots available)\*  
    *\*includes unlimited Pump-out pass*

### PARTIAL SUMMERIZATION ONLY – ONLY CHECK ITEMS THAT YOU WANT DONE

___ Engine(s), gas	___ Engine(s), diesel	___ Generator, gas	___ Generator, diesel
___ A/C Unit(s)	___ Battery Service	___ Toilet(s)	___ Faucet Valve(s)
___ Water Heater	___ Ice Maker(s)		

Other (list items): \_\_\_\_\_

*\*By signing, you are agreeing to all Terms and Conditions (stated above in Letter) of BMA and The Boat Doctor.*

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



## 2025 Bayport Marina Association Pledge Agreement

***Last year, in order to be added to the schedule, you were also required to return an Annual Pledge Agreement. We are still utilizing an Annual Pledge Agreement BUT returning them with your launch paperwork is NOT REQUIRED. We ask that you return your Annual Pledge Agreement on or before May 15. The Pledge is being utilized so that everyone has a good reminder of what the policies of BMA are, so that everyone is on the same page.***

As a tenant (which includes owners and renters) of Bayport Marina Association, I/we, \_\_\_\_\_ confirm that I/we have read, that I/we am/are familiar with and that I/we will abide by the applicable terms and conditions of my/our Member Slip Lease Agreement, Slip Lease Agreement, regulations of the Bylaws of the Bayport Marina Association, its rules and, and its policies including those listed below:

As a tenant of Bayport Marina Association, I/we commit my/our guests, my/our crew, and myself:

1. To always abide by the Rules and Regulations of the Marina and Pool
2. To pay my bills on-time (bills are due net 30, and any invoice not paid within 30 days may be applied to the credit card on file with BMA or will receive finance charges of 1.5% per month)
3. To keep my boat insured to the required amount and BMA listed as the additional insured, along with providing a current copy to the office annually within one week of a renewal
4. To be respectful of the facilities and not damage any property at Bayport Marina
5. To bring any marina related issues to management in a timely and respectful manner
6. To never park any SWCs in an undesignated spot, or a spot other than your own
7. To operate all motorized vehicles abiding by rules of the road and by persons of legal driving age and only on asphalted areas of the marina
8. To be respectful to the Bayport Marina staff members and security personnel
9. To use my boat for my own private recreation and enjoyment only, I understand that chartering is prohibited
10. To abide by the City of Bayport's noise ordinance stating that quiet time is from 10PM – 6AM
11. To keep my pets leashed when not aboard my boat and clean up and dispose of their droppings
12. To use the provided marina facilities or your boat to use the restroom
13. To say something, if you see something – contact Daytime/Nighttime/Emergency services if the office is not open to report dangerous, hazardous, suspicious or inappropriate happenings
14. To keep all refuse/garbage on board the boat until you are able to place it in waste containers on shore
15. To separate all recyclables and place them in the appropriate containers (recyclables should be dumped into the containers, not bagged)
16. To separate hazardous wastes, (oils, antifreeze, batteries, and unusable fuel) and give them to the BMA service department to dispose of them in accordance with marina guidelines or else take all such wastes to the municipal hazardous waste collection site
17. To refrain from pumping oil contaminated bilge water overboard
18. To take all precautions when performing work, to avoid leaving any debris, litter, spilling oil or any chemical cleaners whatsoever on the ground/in the water
19. To follow the published Painting Policy and Procedures if performing yourself
20. To never discharge raw sewage from the black water holding tanks to anywhere other than the approved pump out facilities
21. To use reasonable quantities of water and electrical energy
22. To use environmentally friendly products whenever and wherever possible
23. To operate the boat in a safe and considerable manner at all times, to operate the engines/generator/radars only when necessary and to avoid creating a wake anywhere in the harbor
24. I am aware that Bayport Marina Association has adopted Clean Marine Practices throughout the facility. I will make every effort to comply with those practices and assist the marina in protecting our natural environment.

By signing this form, I am acknowledging that the forgoing includes provisions contained in my/our Member Slip Lease Agreement, Slip Lease Agreement, the Bylaws of the Bayport Marina Association, its rules and, and its policies.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_