



**CITY OF ALEXANDRIA MARINA**  
 DEPARTMENT OF RECREATION, PARKS & CULTURAL ACTIVITIES  
 1108 Jefferson Street, Alexandria, VA 22314  
<http://alexandriava.gov/recreation/marina/marina.html>  
 Email: city.marina@alexandriava.gov  
 Telephone: (703) 746-5487



**APPLICATION FOR SHORT-TERM PLEASURE BOAT SLIP DOCKING**

**All Questions Must Be Completed** Date \_\_\_\_\_ 2011

Owner(s) Name \_\_\_\_\_ Boat Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Bus Phone ( ) \_\_\_\_\_

Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Boat Registration # \_\_\_\_\_ Documented # \_\_\_\_\_

\*Overall Length \_\_\_\_\_ Beam \_\_\_\_\_ Draft \_\_\_\_\_ Make & Model \_\_\_\_\_  
 (\*Overall Length includes bow or stern pulpit, bowsprit, swim platform, dinghies, and outboard motors)

Make of Boat:                      Power                      Sail

**One (1) 30amp connection Available Per boat Slip. 50 amp connection available on T-heads. 100amp connection available on North T.**

**Note: Transient Pleasure Boats must Arrive after Noon on scheduled arrival date and must depart before Noon on scheduled departure date.**

Fee of \$2 per boat foot, per day (\$3 per foot, per day for T-Head reservations) and an additional charge of \$4 per day for 1 (one) 30 amp electric connection for boat slip reservations (\$7 per day electric fee for each 50 amp electric connection) must be submitted with all reservation requests. Boat slip reservation requests submitted without appropriate fees and documentation will be returned to sender without consideration. Sub-leasing or loaning dock space is prohibited. Dock space is only for the boat described herein. This application will be given immediate consideration and every effort will be made to accommodate you. Please note, however, that **NO RESERVATION IS VALID** until you receive a formal confirmation card or RecTrac generated receipt for fees paid. Please note that there is a minimum stay required for all holidays and special events; see back of form for additional information.

**Cancellation policy:** The City requires a minimum of fourteen-calendar days notice from the start date of the docking reservation in order for customers to receive the maximum refund. The maximum refund is the docking fee less a \$25 processing fee. Cancellation with less than fourteen calendar days notice from the start date of the docking reservation will forfeit 100% of all monies paid, including docking fees. Reservation must be canceled in writing, e-mailed to [City.Marina@alexandriava.gov](mailto:City.Marina@alexandriava.gov), or faxed to Attention: City Marina 703-519-3474. All other cancellations will forfeit 100% of remitted fees. We regret we cannot make exceptions to this policy for personal emergencies.

The undersigned signs that the information provided above is true and they understand that information provided here is subject to verification. The undersigned further acknowledges that they have read and understand the City of Alexandria Marina Reservation Procedures, Cancellation Policy and Rules and Regulations. It is the responsibility of the undersigned to ensure that the City of Alexandria Marina Dock Master is always provided a current address and telephone number.

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

**(FOR OFFICE USE ONLY)**

Date Application Received \_\_\_\_\_ Received By \_\_\_\_\_

## Reservation Procedures

Reservations must have a complete, current boating season, approved Application for Short-Term Pleasure Boat Slip Docking on file with the City of Alexandria Dockmaster. Pleasure boat owners are required to submit one application per boating season, per vessel owned.

Walk-in Short short-term boat slip reservations for the 2011 boating season (April – October 2011) open at 9 am on April 9 at the City of Alexandria Marina. The City marina accepts all short-term reservations beginning April 10. Reservations require full payment at time of application.

Reservations are nontransferable. Sub-leasing or loaning the dock space prohibited. Dock space is only for boat described herein.

Docking reservations are limited to a maximum of five (5) nights. Docking hourly (without an overnight stay) is available on a first come-first-serve basis.

Reservations for Memorial Day, Labor Day, and City of Alexandria Birthday require a minimum stay of two (2) nights; please contact the Dockmaster for additional information. Independence Day and the weekend following requires a minimum of a three (3)-night stay, please contact the Dockmaster for additional information.

The Dockmaster maintains a Waitlist. Waitlist applicants must contact the Dockmaster within 24 hours of notification of their selection from the waitlist to secure a slip.

Second and third party reservations will not be accepted which includes, yacht clubs, boat clubs, and other organized groups. A maximum of one boat reservation accepted per person, per calendar date.

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For fee information, visit: <http://alexandriava.gov/#marina>

For Marina Operation Hours, visit: <http://alexandriava.gov/Marina#HoursofOperation>