

## Wharf Marina Vessel Inspection Forms, Instructions, and Checklist

**Inspections of boats already in the Marina** The boat owner has 15 days from date of Failure to correct problems and bring the boat in compliance of the WSMA Rules and Regulations and DCCR's or the vessel must be removed from the marina at the end of the 15 days. Once reasons for the failure have been addressed the boat owner must schedule an inspection with the marina to meet their 15 day deadline obligations. Vessels not re-inspected and passed within the 15 days will be considered failed by default and will be required to be removed from the marina.

**Inspections of boats not yet in the Marina** The boat owner must correct problems and bring the boat in compliance of the WSMA Rules and Regulations and DCCR's and then and only then may contact the marina to reschedule an inspection with the marina. Vessels may not enter the marina until they receive a pass rating. Any boats brought into the marina prior to receiving a pass rating will be considered trespassing and appropriate legal action will be taken by the marina.

In accordance with the [Wharf Marina DCCRs](#) the final decision on whether or not the vessel is acceptable to the marina is up to the sole discretion of the Wharf Marina Board of Directors

**STEP 1:** Verify that your vessel will fit in the slip per DCCRs, Article VI, 3: "All boats shall be moored within the slips and no part of any boat, when moored, shall be allowed to extend into the common area channel or over any wharf or finger wharf." If the LOA of your vessel exceeds the dockable space within the slip, your vessel will not be approved.

**STEP 2:** Use the Contact Us form from the WSMA website to start the inspection process. You'll receive a reply from the marina manager with his address and your inspector's email address.

**STEP 3:** Reply with the following documents attached. Please provide in Adobe PDF format, if at all possible.

- ☐ **inspection request form** Fill out the information on page one of this document. Your inspector will fill out pages 2 through 4. *Please read the entire inspection report* to ensure your boat will pass. You'll receive a copy via email upon completion of the inspection report.
- ☐ **current TPWD Certificate of Number card** with your name on it. If your card says "TITLED" on the bottom right, it will double as proof of ownership, otherwise:
- ☐ **proof of ownership** If your boat is *not* titled in Texas, you must provide one of the following: USCG vessel documentation, vessel title, notarized bill of sale, or notarized financial agreement.
- ☐ **copy of your current insurance** with \$300k liability and \$5k medical
- ☐ **signed copy of our standard lease agreement** if leasing. This is available under the "slips for lease" tab of [www.WharfMarinaClearLake.org](http://www.WharfMarinaClearLake.org).
- ☐ **picture of vessel.**

**Step 4:** Upon receipt of the above, your inspector will contact you to arrange the inspection. Your inspector will send this completed form to the marina manager along with a recommendation of pass or no pass.

**Step 5:** The marina manager will confirm everything is in order and give you authority to move your boat into the marina.

## Wharf Marina Vessel Inspection Request

**Slip Owner Information:**

Dock: \_\_\_\_\_ Slip: \_\_\_\_\_ Live Aboard ☐ Y ☐ N  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell ☐ Landline ☐ Email: \_\_\_\_\_

**Renter Information (if applicable)**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell ☐ Landline ☐ Email: \_\_\_\_\_

**Boat Information**

Boat Name: \_\_\_\_\_ Length \_\_\_\_\_ LOA \_\_\_\_\_  
Width \_\_\_\_\_ Year \_\_\_\_\_ Make and Model: \_\_\_\_\_  
☐ Gas ☐ Diesel ☒ Inboard ☐ Outboard (serial # \_\_\_\_\_)  
Galley Fuel: ☐ Alcohol ☐ Propane ☐ Kerosene ☐ 110V ☐ None  
Water Connection: ☐ Y ☐ N Tender/Dinghy: ☐ Y ☐ N  
TPWD registration number \_\_\_\_\_ ☐ Sticker affixed to boat ☐ Numbers on boat (non-documented only)  
USCG document number (if documented vessel) \_\_\_\_\_

**Insurance**

Insurance Provider: \_\_\_\_\_ Policy #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

**Proof of Ownership and Registration**

- ☐ TPWD Certificate of Number card or state title ☐ USCG Certificate of Documentation  
☐ Notarized Bill of Sale ☐ Notarized proof of financial arrangement

All information in this document is correct to the best of my knowledge. I have read the [Marina Rules](#) posted under the "rules" tab at [www.WharfMarinaClearLake.org](http://www.WharfMarinaClearLake.org) dated \_\_\_\_\_ (please enter the revision date printed at the bottom of each page) and agree to abide by them.

Slip Owner Signature: \_\_\_\_\_ date \_\_\_\_\_

Slip Renter Signature: \_\_\_\_\_ date \_\_\_\_\_

## Wharf Marina Vessel Inspection Report

## Sailboats

Sails on board: ☐ Y ☐ N Working Sails and Associated lines: ☐ Y ☐ N Rudder Installed: ☐ Y ☐ N

## Dock Gear

Only nylon dock lines are acceptable. Minimum mooring standards are:

<b><i>Boat Length</i></b>	<b><i>Min Line Size</i></b>	<b><i>Spring Line Size</i></b>
Up to 23'	3/8"	<input type="checkbox"/> 3/8"
24-32'	1/2	<input type="checkbox"/> 1/2
33-42'	5/8	<input type="checkbox"/> 1/2
43-51'	3/4	<input type="checkbox"/> 5/8

Dock Line Condition: ☐ Good ☐ Bad ☐ Clean ☐ Dirty ☐ Installed Properly?Must Replace ☐ Y ☐ N If YES, which lines? \_\_\_\_\_Fender Condition: ☐ Good ☐ Bad ☐ Clean ☐ Dirty ☐ Installed Properly?Must Replace ☐ Y ☐ N If YES, which fenders? \_\_\_\_\_

## Other Equipment

Shore Power: ☐ None ☐ 110 extension ☐ 30 Amp Marine UL ☐ 50 Amp Marine ULShore Power Cord Condition: ☐ Pass ☐ FailBattery Charger: ☐ Charging ☐ Not Charging ☐ NABattery Age: \_\_\_\_\_ Yrs (enter <1, <2, >4, etc) ☐ NABilge Pumps: ☐ Manual ☐ Auto ☐ Hand Pump ☐ 12 VDC ☐ 110 VAC No of pumps: \_\_\_\_\_Bilge Compartments: ☐ Clean ☐ DirtyFuel Leakage: ☐ None ☐ Gas ☐ Diesel (fuel leakage is an automatic failure)Engine Ventilation working properly: ☐ Y ☐ N ☐ NA

Marine Sanitation Equipment:

Macerator Valve: ☐ Open ☐ Closed ☐ NonePump Over Board: ☐ Y ☐ NHolding Tank Condition and Fittings: ☐ Good ☐ BadToilet Condition: ☐ Operational ☐ Out of Use

Deck Connections: ☐ Operational ☐ Out of Use

Operation, movement, and maneuverability of vessel confirmed: ☐ Y ☐ N

*This section to be completed by the inspector*

**Inspector:**

**Overall Appearance of Vessel:**

Vessel Appearance: ☐ Clean ☐ Dirty

In accordance with the DCCR's the Board of Directors shall have full power and authority to reject any vessel which specifications do not comply with the restrictions herein imposed or meet its minimum specification requirements or equipment and facility requirements or that might not be compatible, in its judgment, with the overall character and aesthetics of the Property.

**Inspection Results**

I recommend that this vessel ☐ Pass ☐ Fail

Notes / reason for failure:

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Vessel Inspector Signature: \_\_\_\_\_ date \_\_\_\_\_

Printed Name: \_\_\_\_\_