CITY OF ROCK ISLAND
PUBLIC WORKS DEPARTMENT

SUNSET MARINA
IN-HARBOR WAITING LIST
POLICIES AND PROCEDURES

The in-harbor waiting list was established to allow current slip renters to have first opportunity to rent slips that become available. Leaseholders who wish to add their name to the in-harbor waiting list may do so by submitting an In-Harbor Waiting List form to the Marina Office during regular business hours.

Sign-Up Procedures:

1. The boater must have a valid slip rental contract with the City.

2. The leaseholder must complete a request form to be placed on the list.

3. The leaseholder's name will be placed on the list according to the date and order in which the request is received.

Any slip reserved for the season that is relinquished will be posted for a minimum of ten (10) calendar days. The deadline for expressing interest in an available slip will always be on a Wednesday at 4:00 p.m. Any individual (current leaseholder or prospective leaseholder) may express interest in the slip. On the Thursday following the closing date, staff will notify the person with the highest seniority that they may lease the slip. The priority for leasing available slips will continue to be based on the seniority procedure used in the past (in-harbor, then Rock Island waiting list, and then non-resident). Any slips not leased following the above procedure will become available to any interested individual on a first come, first served basis. The list of available slips is posted on the website at www.rigov.org/citydepartments/publicworks/sunset/sunset.html and is available in the Marina Office.

Slip Assignment Procedures:

1. The boat must not be too large for the slip.

2. The leaseholder must pay any fees due.

3. The leaseholder must move the boat into the new slip as soon as possible.

If there are any questions regarding this policy, please feel free to contact the marina staff at (309) 732-2282.

ROCK ISLAND
ILLINOIS

SUNSET MARINA
In-Harbor Slip Request

Date: _____ Name: _____

Address: _____

Phone # Home: (_____) _____ Work: (_____) _____

Current Slip Information

Boat Size: _____ Dock: _____ Slip Size: _____ Covered: yes ___ no ___

Comments:

_____

_____

_____

_____

_____

_____

_____

_____

Boater's Signature: _____

Received By: _____

Date/Time Received: _____