

Termination Notice

Account#: _____

Name: _____

Slip Location: Dana Island _____

Dana Cove _____

Is slip vacant? _____

I hereby give the Marina my **30-day written notice** of termination of my tenancy at the Dana Point Marina Company, East Basin. (Vessel will be removed from the marina on or before the 30th day)

- Your termination was received/presented: _____
(Office use only)
- Your effective date is: _____
(Office use only)
(Last day you are responsible for rents)
- **You must remove your vessel by midnight:** _____
(Incl. all belongings, i.e. boat slip liner, dock box contents, steps, etc.)



Signature _____ Date _____

Marina Representative _____ Date _____

Final Dock Check

Dock checks must be completed on the morning following the effective date of the termination. If tenant has failed to vacate, please notify customer service.

CX Account: CF/Doc Name _____ Make/Model _____

1st Dock check Date: _____ Time: _____

1st DOCK CHECK PERFORMED BY: _____

- CF# or Doc Name _____
- Description _____

Berth was vacant. Dock Box Clean Dock Box Impounded

2nd DOCK CHECK PERFORMED BY: _____

2nd Dock check Date: _____ Time: _____

- CF# or Doc Name _____
- Description _____

Berth was vacant. Dock Box Clean Dock Box Impounded

Slip early filled

Tenant Name _____

Account Number _____

Comments: _____

Approved for SD Reconciliation

Authorized Signature _____ Date _____