



1 Marina Drive • Washburn, WI 54891  
715-373-5050 • boat@washburnmarina.com

# 2026 Spring Commissioning and Launch Form

Name(s) \_\_\_\_\_

Vessel Name \_\_\_\_\_

Address \_\_\_\_\_

Length/Manufacturer \_\_\_\_\_

\_\_\_\_\_

Key/Combo \_\_\_\_\_

Email \_\_\_\_\_

Insurance \_\_\_\_\_

Phone Numbers \_\_\_\_\_

Slip / Marina \_\_\_\_\_

**YOUR ACCOUNT MUST BE PAID IN FULL AND THE PROPER INSURANCE PAPERS ON FILE PRIOR TO LAUNCH**

Mon.thru Fri. beginning approximately April 28, 2026 with inside storage customers after May 1st. Please see your assigned launch window and select two dates within that time. Launch windows are based off the previous year's haul out form. Vessels unable to launch during their launch window will be charged a moving fee if they are blocking in others.

### LAUNCH WINDOW:

**Owner Present:** (Please check one choice)

1<sup>ST</sup> CHOICE: \_\_\_\_\_

Yes, I plan to be present

2<sup>ND</sup> CHOICE: \_\_\_\_\_

NO, launch me anytime

**FLEXIBLE, schedule me at will**

### COMMISSIONING SERVICES

All services to be provided at time and materials, our current labor rate is \$136/hr. If you would like a quote please call (715) 373-5050 or email us.

**PRELAUNCH AND HULL SERVICES:** To be completed prior to boat's launching - separate work order will be issued.

Paint Bottom: includes light sanding, application of 1 coat bottom paint consistent with existing, estimates provided

Wax Hull \* : waterline to toerail, < 25': \$17.00/ft, 26'-30': \$19.00/ft, 31'-35': \$22.00/ft, 36'-39': \$24.00/ft, 40'-45': \$27/ft, > 46' T&M, cleaning add'l, see below

Compound Wax Hull \* : waterline to toerail – **check one** : Charge at Time & Mat'ls Quote Requested

Wax Superstructure \* : all smooth areas above toerail - **check one**: Charge at Time & Mat'ls Quote Requested

Shrinkwrap removal and disposal: \$150.00 for boats < 40', over 40' Time & Mat'l only.

Boat cleaning service, exterior only. \$95.00/hour \*Boat cleaning service may be required for wax jobs.

**MECHANICAL:** To be completed after launch on separate work order, billed at Time & Mat'ls

Commission Diesel Engine(s): Start up engine, check for leaks, water flow, check fluid levels, check belts, hoses and clamps. All minor repairs will be automatically completed; all major repairs will be cleared with owner for approval.

Commission Inboard Gas Engine(s): Minor tune up plus all commissioning listed under diesel engines.

Commission Inboard Gas Engine(s): Major tune-plugs, distributor cap, rotor and timing, plus all commissioning listed under diesel

Commission Generator

Impeller Change: (check one or both) ENGINE(S) GENSET

Check/test batteries, oil, transmission, steering, hydraulic.

Step and tune mast

**REQUIRED SERVICES IF OWNER NOT PRESENT:** Completed when boat is launched at Time & Materials

Battery hook up

Start engine, move boat to slip, secure in slip with fenders, plug into shore power, test auto bilge pump

Guest Dockage prior to leaving Washburn Marina, additional fees may apply

### ADDITIONAL SERVICE REQUESTS AND INFORMATION:

**PLEASE READ CONTRACT ON REVERSE SIDE AND SIGN BELOW FOR AUTHORIZATION**

\_\_\_\_\_  
Authorized Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marina Staff Signature

\_\_\_\_\_  
Date



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## Service Department Work Order Terms and Conditions

Any and all work orders, formal or informal, requested of and provided by the Washburn Marina Service Department (WASHBURN MARINA) are subject to the following terms and conditions which, together with the text and numbers on such work orders, constitute the entire agreement between Washburn Marina and the vessel described and its Owner/Owners.

1. WASHBURN MARINA agrees to service vessel in a good and workmanlike manner, and the Owner agrees to pay WASHBURN MARINA for said work, labor service and materials, at WASHBURN MARINA's quoted price or Time and Materials including change orders and/or additions which have been made to described work order with Owner's consent. Change orders and/or additional work orders shall be handled separately from the original work order in work performed and payment. These terms and conditions are incorporated in all change orders and additional work orders.
2. WASHBURN MARINA warrants the workmanship (with the exception of equipment manufactured by others, with respect to which items, the warranties against defects in material and workmanship by the builder/manufacturer are the sole warranties, expressed and/or implied, pertaining to the sale of such equipment, and with respect to which, the responsibility of these warranties is accepted by Owner) to be free of defect for a period of ninety days after completion. Any consequential damages are hereby expressly excluded, unless such exclusion is prohibited by Wisconsin law. Liability in cases of defective workmanship is limited to the proper repair and/or replacement of said items. WASHBURN MARINA reserves the right to correct and repair any claimed damages or defects. In the event another party corrects these items, all warranties and claims are void. WASHBURN MARINA does not accept responsibility or liability for damage to vessels without or misplaced sling stickers required for hoisting vessels.
3. WASHBURN MARINA shall proceed with reasonable due diligence to perform the work as described but is not liable for any delays.
4. WASHBURN MARINA shall not be responsible for any damage to vessel while work is being performed, as it relates to damage to or loss of any articles of personal property, gear, or other items left aboard the vessel while Owner is not aboard. Washburn Marina does not provide insurance for the vessel. At all times, Owner will have the vessel insured by complete marine coverage at a minimum of \$500,000 and shall furnish WASHBURN MARINA with a current certificate of insurance, listing WASHBURN MARINA as additional insured. The Owner represents that his/her vessel is in safe and seaworthy condition and that it will be maintained in such a condition during the entire length of this work order and any extension thereof.
5. As required by this work order to facilitate repairs or confirm repair status, Owner authorizes WASHBURN MARINA full access to vessel and authorizes the mobilizing and moving vessel on the water or the land.
6. Payment for invoices is due upon receipt. In the event payment in full is not made within 10 days of the monthly billing date, pursuant to the provisions of the Wisconsin Consumer Credit Act, WASHBURN MARINA shall treat this transaction as an open-end consumer credit transaction. In the event the entire unpaid balance is not paid within 30 days of the following monthly billing date, the Owner is informed as follows:
  - a. PERCENTAGE RATE: A finance charge of 1.5% on the unpaid balance due not paid within 10 days of the billing date will be assessed.
  - b. No annual fee will be imposed by WASHBURN MARINA
  - c. No other charges or fees will be imposed by WASHBURN MARINA for offering this open-ended credit plan.
7. WASHBURN MARINA reserves all rights against the vessel and personally against the Owner for payment of all charges and to maintain possession of items related to the work order and/or vessel until all charges have been paid in full. Specifically, the provisions of Wisconsin Stat. 779.43, liens for keeper of marinas, et al, shall apply, along with the provisions of Wisconsin Statute Chapter 780, liens against vessels.
8. The Owner agrees that differences of opinion about whether particular charges are justifiable or fair, or about whether any particular work was properly done, do not and shall not entitle the Owner to such claimed difference of opinion as a basis for the refusal to pay any amounts charged by the Marina under this work order. All claims and complaints of every kind which the Owner and vessel shall be entitled to make against WASHBURN MARINA NOT in connection with this work order shall be handled separately and independently from this work order.

All Washburn Marina Service Department work requests and work orders are subject to all the above terms and conditions. In requesting and/or signing and/or executing a work request and/or work order, the Owner acknowledges that he/she has read and understands and agrees to these terms and conditions.