



Marina Berthing Agreement Policy

Purpose

The purpose of this policy is to provide clear guidelines for marina berthing, including procedures for reservations, payments, cancellations, refunds, and berth responsibilities. This policy ensures consistency and fair treatment of all berth holders while maintaining the efficient operation of Gold Coast City Marina (GCCM).

Scope

This policy applies to all individuals and entities reserving a berth at GCCM. (Including daily and monthly berth holders).

Definitions

- **Berth:** A designated space in the marina for mooring a vessel.
- **Reservation:** The process of booking a berth (in advance)
- **Daily Rate:** Fee charged per 24-hour period or part thereof.
- **Monthly Rate:** Fee charged for a berth over 30 consecutive days.
- **Utilities:** shore power, waste and water usage if vessel's shore power is not metered. Flat rate.
- **Service Charges:** daily and usage charges (for waste and water) if vessel's shore power is metered (32/63/125/400Amp)

Policy

Reservation and Payment

Reservations

- Reservations are to be made in advance through the marina office.
- A reservation is confirmed upon receipt of signed marina berth agreement, insurance with adequate coverage and full payment for the intended stay period.

Payment Terms

- Payment for berthing must be made in advance.
- Accepted payment methods include credit/debit cards and Bank transfer.

Holding Deposits

- A holding deposit may be required to secure a berth in advance, including during peak periods.
- This deposit will be credited toward the total berthing fee upon arrival.
- If the reservation is cancelled within the allowed cancellation window, the deposit may be refunded or credited for future use. If outside the cancellation window, the deposit will be retained unless the berth is fully rebooked.
- A holding deposit may be equal to one month berthing.

Berthing Rates

Daily Berthing

- Charged per 24-hour period.
- Non-refundable unless otherwise agreed upon and invoiced for a set number of days.
- Premature departure may be credited for future use. Management to review

Monthly Berthing

- Charged for a 30-day period.
- No refunds or pro-rata adjustments for early departures unless converted to a daily rate.
- Recurring Monthly invoices must be paid in full unless a departure date is advised within 24 hours of receiving the invoice, in which case a pro-rata invoice may be issued.

Refunds and Cancellations

Refunds

- No refunds for shortened stays or change of mind.
- Monthly berth holders departing early may have their rate converted to the daily rate.
- Daily berth holders with an agreed term may receive credit for future use upon early departure.

Cancellations

- **Peak Periods:** Cancellations result in a credit on the account. No refunds.
- Peak periods are typically February to June and October to December.
- Non-Peak Periods:
 - >48 Hour notice = 100% refund
 - <48 hour notice = 50% credit on account.
- Cancellations must be submitted in writing (via email) to the marina office.

Berthing while on Hardstand

- Vessels lifted to the hardstand will continue to be charged for their berth while the space is held.
- Options for berth holders:
 1. **Cancel the berth:** Risk losing availability upon return.
 2. **Sublease the berth:** If the marina books out the space, compensation may be provided.

Pre-Lift and Post-Launch Berthing

- Pre-lifts and post-launch berthing (max 1 night) are complimentary, provided they aid the shipyard in daily operations.
 - Subject to tide conditions.
 - In-water testing after works completion.
 - Sunday arrivals for Monday lifts.

Tenant Marina Berthing

- There are no discounts for business partners.
- Any discount requests must be approved by management.

Memberships

- **GCCM Vip member c/ Southport Yacht Club:** 10% discount on shipyard services only. Membership cards must be added to the customer profile.
- **Shaggers SIYIC Membership:** 10% discount on all marina berthing. Customers must provide a copy of their membership card, which will be included in their owner profile.
- Discounts must be correctly labelled in the service charge before invoicing. Promotions will also be labelled accordingly for tracking purposes.

Responsibilities of Berth Holders

- Vessels must comply with all marina regulations and safety requirements.
- Provide and keep current vessel insurance that meets the minimum requirements as requested by GCCM.

- Berth holders are responsible for any damage caused to marina property or other vessels.
- Abide by all terms and conditions as outlined in the marina agreement.

Responsibility and Review

GCCM reserves the right to amend this policy as needed. Any updates will be communicated to berth holders in advance.

This policy was last updated 29th April 2025.