



MARINA YEARLY LEASEHOLDER REQUEST TO SUBLET – (SUBLESSOR)



Please return completed application to the front desk of the Cold Lake Energy Centre:

Suite 102 7825 – 51st Street, Cold Lake, AB T9M 0B6

Phone: 780-639-6400

Hours of Operation: Monday – Friday 6:00 a.m. - 10:00 p.m. Weekends & Holidays 8:00 a.m. - 9:00 p.m.

Applicants will be contacted by email. Marina Slips are NOT guaranteed to be sublet out.

SECTION 1: LEASEHOLDER (SUBLESSOR*) INFORMATION

*A person who currently holds a marina berth slip with the City of Cold Lake, and wishes to sublet a berth for a period of time.

Full Name(s):

Address:

City:

Province:

Postal Code:

Email:

Phone #:

SECTION 2: BOAT INFORMATION

Slip #:

Pier #:

Beam (ft.):

Length (ft.):

The overall length of the craft includes all spars, brackets, swim grids, motors or other extensions

SECTION 3: DATE(S) AVAILABLE FOR SUBLEASING

From:

To:

From:

To:

From:

To:

SECTION 4: ACKNOWLEDGEMENT

By signing and submitting this agreement, I confirm that:

1. I am (one of) (the) Leaseholders named in the within form.
2. The information provided on this form is true, complete, and correct.
3. I have read and understand Cold Lake Marina Operations and Allocation Policy (Policy Number: 141-RC-12)
4. I understand that the revenue that is generated from subleasing a slip will be split 50/50 between the Leaseholder and the City of Cold Lake.
5. I understand any split revenue received will be placed on my account by credit only, and cannot exceed 75% of the annual slip fee.
6. I understand that if the account credit is not used within one season it will be cleared from the account.
7. I understand that I am responsible for ensuring that the yearly slip fee is paid in full by April 1st.
8. I understand the City of Cold Lake reserves the right to make the final decision on all subleasing of marina slips.

Date

Applicant Signature

OFFICE USE ONLY

Date Received:

Amount Credited: \$

Maximum Boat Size Available (ft.):

Date Credit Applied:

Employee Name & Initials:

5513 48 Avenue, Cold Lake, AB • T9M 1A1 • Ph: 780-594-4494 • Fax: 780-594-3480

Information on this form is collected for the sole use of the City of Cold Lake and is protected under the authority of the *Freedom of Information and Protection of Privacy Act*, Sec. 33 (c), which regulates the collection, use, and disclosure of personal information. If you have any questions or concerns, please contact the FOIP Coordinator by email (legislative@coldlake.com) or phone (780) 594-4494 ext. 7915.