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# MARINA NEWS

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## Proof of insurance

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The Marina staff would like to thank each and every customer that has provided us with proof of insurance for their vessels. It is a requirement to have at least liability insurance in the amount of \$300,000. We also ask that the Vallejo Municipal Marina is named as additional insured. Kindly be sure that the Marina office receives copies from your insurance company when your policy renews, changes, or has been canceled.

## Registered or Documented Vessels

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Many of you have already provided either proof of registration or documentation for your vessel. As you renew registration through the DMV, or documentation through the United States Coast Guard U.S. Department of Homeland Security, please remember that the Marina office needs a copy.

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## Maintenance Requests

The Marina staff has received multiple compliments about all of the repairs that have been done. We will continue to make great strides to better the Marina.

We are encouraging you, the customer, to contact the office for any repair needs. This can include but is not limited to planks, cleats, rub rails (bumpers), and even the foam underneath the fingers of your slip.

Also, if you notice that there are repair needs in the restrooms or laundry room, feel free to bring this to the attention of the Marina office staff. This way we can relay the information to maintenance staff. We will attend to the requests as rapidly as possible.

## ***NEW FUEL DOCK HOURS***

### ***MONDAY - FRIDAY***

### ***7:00 a.m. - 3:30 p.m.***




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## Marina Staff

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Kimberley Lindo - Admin. Clerk

Frank Sargent - Maintenance

Doug Everett - Maintenance

Nick Causbrook - Maintenance

If you need to speak to Marina staff, please feel free to stop by or call us at (707) 648-4370.

**For after hours emergency marina maintenance issues, please call the facilities pager number at: (707) 746-3088**  
**After you hear the "beep", please enter your telephone number including area code.**

**For security related issues between the hours of 8:00 p.m. and 4:00 a.m., please contact Black Talon Security dispatch at: (707)975-2165**

## MARINA BILLING & PAYMENT OPTIONS

The Marina office now has new software and can offer customers the option of receiving their bill via email or continue receiving them by regular postal mail. Go green and contact the Marina office to select this as a billing option.

To pay your berthing bill, the following options are available:

- Visit the Marina office and pay by credit card, check, or money order.
- Mail your check or money order payable to the Vallejo Marina to the Marina office at:

**42 Harbor Way  
Vallejo, Ca. 94590**

- Contact your banking institution and sign up for automatic bill pay.
- Cash paying customers can continue to pay at City Hall (Water Billing), Monday - Friday between the hours of 8:30 a.m. to 5:15 p.m. The address is:

**555 Santa Clara Street  
Vallejo, Ca. 94590**

We are working towards an automatic payment program that is compatible with our software program. However, we are not yet able to offer this as an option.

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## SUGGESTIONS?

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Your voice matters to us. If you have any suggestions, feel free to write them down and place your comments in our suggestion box. The suggestion box is located in the Harbormaster building next to the bulletin board. Or feel free to email Marina staff at: [klindo@ci.vallejo.ca.us](mailto:klindo@ci.vallejo.ca.us)