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2025 Boaters Launch Checklist

Please ensure you read this checklist and ask our staff if you have any questions.

PRIOR TO LAUNCH, ensure the following steps are completed.

Notify office if you would like LCM to take care of any of these items or if you can't attend launch day. A work order is required for any additional services with your boat keys or combination and starting instructions.

- ☐ Book a launch date and mast stepping date/time.
- ☐ Remove shrink wrap or winter cover, roll your shrink wrap up tight and tie it up. DO NOT put in dumpster. We will recycle.
- ☐ Batteries in boat - charged and connected.
- ☐ Re-commission engine so it is ready to start.
- ☐ Close any thru hulls or seacocks. If you are closing your engine cooling seacock, put a note on the ignition switch and let the office know if we are starting and moving the boat for you
- ☐ Fenders and lines out on deck. Do not hang fenders over sides, as they will interfere with slings.
- ☐ Mooring Agreement & Clean Marine signed and updated insurance on file for slip rental.
- ☐ All outstanding accounts must be paid in full prior to launch.
- ☐ Slip Tenants – must give a key or combination to the office, for access in case of emergency.

SAILBOAT MAST STEP:

The Standard Mast Fee includes the boom truck, boom truck operator and one LCM staff to assist for 1/2 hour maximum for the following standard service:

- ***LCM staff responsibilities:***
 - Take the customer's mast from the storage rack to saw horses.
 - Sling and raise the mast into place on the boat.
 - Unhook sling from the mast once the forestay, backstay and shrouds are attached.
- ***Customer responsibilities: **Make sure that your mast steaming light is facing up to the sky while on the saw horses before putting the spreaders back on*****
 - Rig the mast and get it ready for stepping, have lock rings and rigging/cotter pins available.
 - Let LCM staff know when the mast is ready to step.
 - When instructed by LCM staff, take the boat to the mast dock.
 - Once mast is lifted onto boat, attach forestay, backstay and shrouds.
 - Move boat back to assigned slip and complete tightening your rig.

If you require assistance rigging or complete mast preparation before it is stepped, please advise the office for arrangements to be made

Sailboat Owners – You must remove your cradle pads immediately after launch, we cannot be responsible for cradle pads left behind. If your cradle is not being stored with us, let us know what arrangements have been made to remove it.

Recommission

- ☐ Ensure that any lockers or storage cabinets that give access to pumps, plumbing and components should be cleared out and open.
- ☐ Inform office of any pre-existing engine specifics and defects. It is important for our technicians know how to start and run your boat to work on it.

Customer Signature _____ **Date** _____