

2025



SLIP CUSTOMER INFO PACKET

This packet was created to help answer common questions slip customers have. This is not a complete list of rules or regulations. Please read your slip rental contract and feel free to let us know if you have any more questions!

PARKING



NEW!

If you choose to purchase an annual launch permit, it will now be a sticker that will be added to your parking permit, eliminating the need for two separate permits!

● PARKING PERMITS

The examples above are the only valid parking permits as of 2025. These **MUST** be shown in order to enter the property. No entry permitted without your parking permit. Towing will be enforced.

Parking permits will be issued based on the following:

- Houseboat slip renters: 3 parking permits
- Runabout/pontoon slip renters: 2 parking permits
- Jet ski ports: 1 parking permit

***Reminder:** the off-site satellite parking area is always available for use. You are welcome to park any vehicles there and shuttle your guests down to the main parking lot. This area is located just off of Hwy 111 on Park Place Dr.

TRAILERS

Detached boat trailers are not to be parked anywhere on Sunset Marina's property. Any detached boat trailer is subject to be towed and impounded at trailer owner's expense.

*The only exception is for cabin renters who detach their trailers in the short-term South lot near Hwy 111.

LAUNCH PERMITS

A launch fee must be paid each time a boat is launched at Sunset Marina. These are the ways to pay this launch fee:

- With cash at the entrance booth.
- With cash at the honor box located beside each launch ramp.
- With cash or card inside the marina store.
- By purchasing an annual launch permit sticker inside the marina store.
 - Annual launch permit is \$80 and is valid April 1 to March 31

2ND BOAT PERMIT

● 2nd Boat Permit 2A

This permit authorizes additional vessels to be secured to your houseboat ONLY while you are aboard your houseboat.

PWC	Boat
\$125.00	\$250.00

● 2nd Boat Permit 2B

This permit authorizes additional vessels to be secured to your houseboat for the full boating season, which is defined as April 1 to October 31 regardless of whether or not you are aboard your houseboat.

Boat	PWC
\$350.00	\$175.00

● 2nd Boat Permit 2C

This permit authorizes additional vessels to be secured to your houseboat for the full year, which is defined as April 1 through March 31 regardless of whether or not you are aboard your houseboat.

Boat	PWC
\$600.00	\$300.00

CONTRACTORS

SIGN IN

Contractors must sign in at the Marina Office prior to performing any work. Sunset MUST have proof of insurance. Due to Sunset Marina being located on USACE property, no contractors are permitted unless we have proof of insurance stating a \$1 million liability policy with Sunset Marina as a certificate holder, as well as proof of Worker's Comp. Once we have this on file, contractors no longer need to sign-in in person. They can check in with the employee at the entrance booth, or they can call us at 931-864-3146.

RULES

- **We ask that contractors plan to work Monday through Thursday unless it's an emergency.**
- **Remind contractors to park appropriately.**
- **You and your neighbors must be completely satisfied with all aspects of contractor's work.**
- **Contractor must leave the area cleaner than they found it, including hauling all waste materials, fluids, etc., off site for proper disposal.**

WALKWAY RENTALS

Sunset's walkways are rented as a courtesy to our slip customers or contractors working on customer's boats. These are usually rented prior to Memorial Day weekend and after Labor Day weekend. Please call 931-864-3146 to check availability. Start and end date must be provided. You may call and adjust this as needed. We currently have 40', 60', and 80' walkways available, unless they are being used by our crew.

- **First day: \$100**
- **Additional days: \$25**

BILLING

● ANNUAL DOCKAGE

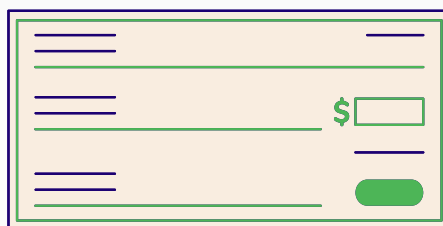
Annual dockage is due each year by April 1st. Payment can be made by check, cash, or card. If you choose to pay by card, a 3% processing fee will be added to the total.

● CHARGE ACCOUNTS

- You are welcome to use your charge account for store and gas purchases. Charge accounts cannot be used for any rentals (cabins, boats, overnight slips, etc.) or restaurant purchases.
- Charge accounts must be paid in full monthly. 24% annual percentage rate applies to any charge accounts not paid in full by the 15th of each month.

● MONTHLY STATEMENT

- Monthly statements include electric charges, work orders, store charges, labor performed by marina crew, etc. Payments can be made by cash, check, or card. (3% processing fee does not apply on monthly statement payments.)
- **NEW FOR 2025!**
 - We will be emailing monthly statements instead of sending them by mail. Please contact us if you would rather opt out and continue receiving your monthly statement by mail.



WASTE REMOVAL

● DUMPSTER USE

- Dumpsters are for bagged garbage and cardboard only.
- Aluminum cans can be recycled in the trailer near the entrance booth.
- Large items must be taken offsite to the city dump or arranged to be picked up by a local garbage company.
- No dumping of oil, paint, spirits, or flammable liquids. No pumping oily bilges in harbor area.

● HOLDING TANK PUMP OUTS

There are two ways to have your holding tank pumped out.

- 1) You can call or email the office to be added to our pump out schedule, and the pump barge will come by your boat. Those are done on Mondays and Fridays during peak season. This costs \$30.00 for the pump barge to come to your boat, and \$15.00 per tank for waste removal.
- 2) You can come to the gas dock for a pump out during business hours. This costs \$15.00 per tank.

END OF SEASON

● WINTERIZATIONS

Winterizations are offered as a service to our slip customers only. Our mechanic will go out to your boat and perform the winterization between September and November each year. An email is sent with pricing and a link to sign up each year.

● WATER SHUT-OFF

Fresh water is supplied to slips from April 1 to October 31 each year. Please prepare for the water to be shut-off anytime after October 31st.

REMINDERS

● SLIP TRANSFER

If you decide to sell your boat, you may transfer your slip to the purchaser. You must relinquish your slip in writing using the slip transfer form, and purchaser will pay a \$45.00 transfer fee.

● SLIP TRANSFER FORM

I, _____, have sold my boat and hereby
relinquish slip _____ to the purchaser
_____.

Date: _____

Seller: _____

Purchaser: _____

Employee: _____

● PROPANE EXCHANGE

We offer propane exchange for 20 lb. tanks only. Bring your tank to the marina store, and we will exchange your tank for another. The cost is \$30.00.

● PETS

- Immediately clean up after your pet
- Pets must be leashed and may not roam freely on Sunset's property
- Pets are not permitted inside the marina store or restaurant
- Unruly animals will be banned from property

REMINDERS

● TOWING

Sunset Marina is not licensed or insured to tow anyone's personal boat. Most of the time, the best option if you need a tow is to flag down a fellow boater. Another option is TowBoatUS, which is an on-the-water tow service.

- TowBoatUS - 800-391-4869 or 931-260-5652.

● SPARE KEYS

Some customers choose to leave a spare key at the marina.

- Key must be labeled (customer name, slip #, and phone #)
- Do not leave your only key, only a spare.
- Please do so at your own risk, as we are not responsible for loss through
- We will not give your key to anyone without your consent.

● MAIL

Customers are welcome to have packages and mail sent here. Please just remember the following:

- We don't have room for overly large packages.
- Plan to pick up your packages immediately.
- Items left longer than 2 weeks risk being returned to sender at customer's expense.

● GAS DOCK

- Do not park at the gas dock to go into the store or restaurant. Sunset can and will move your boat if the need arises.
- If possible, please plan around our busiest times at the gas dock, which include:
 - Rental houseboat turn-in mornings (Mondays & Fridays, 8:00-10:00am)
 - Rental boat turn-in evenings (daily at 5:00pm)

REMINDERS

● TWIN LAKES INTERNET

Twin Lakes Wi-Fi service is currently available at the following docks: D, H, Q, R, & Z. You will need a very high quality Waterproof Ethernet Cable to plug into at your pedestal and run the cable all the way into your boat to your Wi-Fi Router or to the device you plan on connecting to. An 80 ft. Cat6 cable is recommended. Please call Twin Lakes at 931-864-2151 to purchase your internet plan or for more details.

● ANSWERS TO FREQUENTLY ASKED QUESTIONS

- If there is an emergency, please call 911 then alert the marina office or the night guard on duty.
- You are responsible for obeying the No Wake Zone and being aware of your wake. Be respectful of other boaters.
- It is prohibited to sublet your boat or slip. Any violations will result in termination of contract.
- Every vessel (boat, jet ski, etc.) parked in Sunset Marina's harbor must be registered with the marina office.
- Extension cords are only approved for temporary use. The maintenance crew can and will unplug them and remove if necessary.
- The marina office needs to be notified about change of boat. You will need a new dockage sticker, and we need to update our records with a description of your new vessel.
- No fishing is allowed from any docks or in Sunset's harbor.
- There are fish cleaning stations located at the end of our houseboat cleaning dock just off of the main dock and at the end of J-dock.
- Quiet hours are from 10:00pm to 8:00am.
- Any items attached to your slip (satellites, grills, etc.) are subject to removal by marina crew if they are deemed dangerous or a hinderance to your slip neighbors. Please be courteous of your neighbors & their space.
- Violations of any of these policies can result in forfeiture of slip without reimbursement.
- Fuel tanks, gas cans, or any flammable liquids or gas is not permitted to be carried onto docks or transferred on Sunset's property. This includes parking lots and launch ramps.
- Contact Brad (brad@sunsetmarina.com) or Annie (annie@sunsetmarina.com) with any questions!

DOCKAGE AGREEMENT

Sunset Marina & Resort, Inc., hereinafter called "MARINA", does hereby let to the undersigned boat OWNER, hereinafter called "OWNER", space for only one boat per rental space, subject to such regulations as the MARINA may make respecting the use thereof.

1. Due to the seasonal nature of the service provided, all dockage fees are fully earned on the contract inception date. Under no circumstances will dockage fees be refunded or pro-rated due to the permanent removal of the boat from the slip for any reason including termination of this agreement for breach of the rules of MARINA or any other cause. If OWNER sells or disposes of boat, slip may be transferred to the purchaser, only if approved by the MARINA. Said approval will not be unreasonably withheld considering any working waiting list. The new OWNER-tenant shall pay a \$45.00 transfer fee. If OWNER should trade or purchase a new boat, the MARINA must be notified. It is the OWNER'S responsibility to keep the MARINA posted of any changes that may take place regarding the boat or property, (i.e. new boat, length or width changes, new registration/documentation number, etc.). Subletting of any rental space is expressly prohibited.
2. STORAGE OF MORE THAN ONE BOAT - Slip rental rates are based on the storing of one boat only. All second boats must have their own assigned space subject to MARINA'S minimum storage charge. Boat must fit entirely within slip space. If boat extends beyond slip space, MARINA may require OWNER to rent a larger slip or pay an additional fee at MARINA'S sole discretion.
3. OWNER must provide copies of vessel title, federal documentation and/or other acceptable evidence of boat ownership to MARINA to maintain on file. OWNER shall also provide MARINA with evidence of valid and current vessel insurance coverage showing each vessel has a minimum of \$500,000 coverage specifically for the purpose of vessel salvage, recovery operations and/or environmental cleanup in the event of a partial or complete sinking or environmental spill or discharge of fuel, oil or other hazardous substance(s). OWNER further agrees that, in the event of a vessel sinking or submersion, to hire a qualified contractor to begin recovery and cleanup operations within 72 hours of notification by MARINA.
4. Additions, alterations or extensions of slip, or changes of any kind, (e.g. bumping of slip, or the laying of floor covering on any walkways), is expressly prohibited unless approved by MARINA on a case-by-case basis. In the event the MARINA approves an addition, said addition, upon installation becomes property of MARINA. MARINA reserves the right to grant or deny permission and may specify materials for use if permission is granted. In the event of exceptions, upon lease termination, addition becomes property of MARINA or OWNER must remove addition and return slip to original condition, whichever MARINA specifies.
5. ELECTRICAL SERVICE is made available for the convenience of OWNERS. OWNERS accept that electrical outages may occur from time to time and agree to hold MARINA harmless for any damage or loss pursuant to such outages regardless of cause or loss. Owners are expressly prohibited from accessing, altering, tapping into, adding or in any way modifying any MARINA electrical boxes, outlets or equipment. Use of extension cords is permitted for temporary use only while using portable equipment and must be removed when equipment is not in use. In no case shall any electric cables, cords, wires, etc., be attached or affixed in any manner to any MARINA structure. OWNERS are prohibited from accessing any MARINA electrical disconnect or distribution panel to reset circuit breakers or for any other purpose. Any outage must be immediately reported to MARINA personnel. NFPA and NEC codes require the use of Ground Fault Monitoring and Protection equipment within the MARINA. OWNERS are responsible to ensure that their boats and equipment be maintained in a manner that do not cause electrical faults, interference or tripping of GFCI or GFP equipment. Boats and equipment found to cause issues shall be immediately disconnected from the MARINA electric supply and issues must be corrected immediately at OWNERS expense prior to reconnecting.
6. The OWNER hereby grants unto MARINA a lien upon the boat or boats moored in MARINA'S boat slip for the payment of any fees due and unpaid or for any other amount due MARINA for open charge accounts, physical damage or other financial obligation of OWNER to MARINA. The lien created by this agreement is in the nature of a mechanics lien and can be foreclosed by sale in the manner prescribed by Tennessee statutes. The lien creates a possessory interest subject to said sale in the event of default, breach or delinquency as described.
7. **If thirty (30) day written notice of cancellation is not given before this contract period expires, the contract will automatically be renewed for an additional year and that year's slip rental fee shall be due in full.**
8. This agreement shall be in effect, unless sooner terminated in accordance with the following conditions, to wit:
 - (a) By destruction of the described facilities by fire, storm or another calamity.
 - (b) In the event OWNER shall make a bona fide sale of the boat listed in this agreement.
 - (c) By breach or default as provided in paragraph (11) below.
9. It is mutually agreed that MARINA shall not be held liable in any manner for the safe-keeping or condition of the boat, and is not responsible therefore as warehouseman, liveryman, or bailman, but that the condition between the parties is simply that of landlord and tenant, and it is understood and agreed by the OWNER that the MARINA will not be responsible or liable for any damage or loss to or of the said boat, its tackle, gear, equipment, or property either upon said boat or upon the premises of the MARINA, from any cause whatsoever, or for injury to the OWNER or invitees occasioned by any cause upon the MARINA premises or adjacent thereto.
10. This Agreement is for the use of boat storage space only, and such space is to be used at the sole risk of OWNER. OWNER for himself, his heirs and assigns, hereby agrees to save the MARINA harmless from any and all liability or damages for personal injury, loss of life, or property damages to himself, his family, his employees, invitees, guests and agents arising out of, on or in connection with, the condition or use of the above boat, motor and accessories, or the use of the MARINA premises and facilities and the OWNER, for himself, his heirs and assignees, hereby releases and agrees to indemnify and hold harmless the MARINA from any and all liability for, or loss or damage to the above described property or the contents thereof, due to fire, theft, collision, windstorm, wake and waves, accident, or like causes. The MARINA is not considered under this agreement as an insurer of the OWNER'S property, and the OWNER should secure such insurance as he desires and as may be required by MARINA under paragraph 3 of this agreement. The MARINA will not be held responsible for contents of the boat. The OWNER is advised to remove all items not permanently attached to the boat while the boat is in storage.
11. Should a breach of this agreement or violation of posted rules and regulations occur, the MARINA may terminate this agreement by written notice to OWNER at the address below. Said termination shall become effective 30 days after such notice. Within such 30 days, OWNERS shall pay all sums due MARINA and remove the boat from the premises.
12. Should the OWNER fail, refuse or neglect to pay all sums due and remove the boat as required by paragraph (11) above, the MARINA may remove the boat from the docking space at OWNER'S risk and expense, retake possession of the docking space and thereafter sell such boat and all items therein or thereon at public auction in accordance with the applicable provisions of Tennessee Law. The OWNER agrees that upon removal of the boat from the docking space, the relationship of Landlord and Tenant is ended, and the MARINA shall be and become an involuntary depository with only the duties and responsibilities provided by law thereunto.
13. All persons causing injury or damage to other persons, docks or other boats shall be liable therefore, and violations of harbor rules, disorder, or indecorous conduct by a patron, his crew or guests that might injure a person, cause damage to property, or harm the reputation of the MARINA, is cause for immediate removal of the boat and persons in question from the premises. Children and pets must be controlled to ensure the safety, peace and privacy of other harbor occupants, property, etc.
14. When a boat enters the harbor it immediately comes under the general jurisdiction of the MARINA. The OWNER must immediately correct any condition aboard any boat, which in the opinion of MARINA management constitutes a fire hazard or a health menace or a danger to public safety. Refuse, oil or flammable liquid must be deposited in receptacles for that purpose. Advertising or soliciting is not permitted on any boat within the MARINA. The wake of all boats operated within the harbor limits must not cause damage or discomfort to berthed boats and their occupants. OWNER hereby grants authority for MARINA employees to board, enter, move, secure, etc., a moored boat in the event of an emergency or if a hazardous condition exists.
15. All boats moored in the MARINA harbor shall observe and comply with all health, safety and sanitary regulations governing the waterways, as well as all other applicable federal, state and local laws and regulations. All boats moored at MARINA, which are equipped with an onboard head (toilet), shall also be equipped with a waste holding tank and be sealed from overboard discharge of waste. In no circumstance may untreated or inadequately treated waste from a head or holding tank be discharged anywhere within harbor area. OWNER hereby grants permission for vessel inspection upon request of MARINA. OWNER hereby acknowledges that MARINA may keep records of waste pumpout usage including; vessel and owner names, dates and pumpout volume in conformity with the Cumberland River Basin Clean Marina Program.
16. Maximum vehicle speed limit on all roads and parking areas 15 MPH. MARINA reserves the right to limit, govern and assign parking space in MARINA parking areas.
17. **Gasoline, fuels or any flammable liquid or gas is not permitted to be carried onto docks or transferred on MARINA property, inclusive of parking and launch ramp areas.**

18. Fresh water is available on the piers and waste pump-out service is available during the mild weather months only.
19. OWNER agrees to maintain mooring lines. Mooring lines deemed by MARINA personnel to be deficient will be replaced by MARINA and fees billed to OWNER.
20. Waiver of any one condition by the MARINA shall NOT be deemed to be a continuing waiver.
21. HARBOR RULES AND REGULATIONS
OWNER agrees to comply with the following rules and regulations and any and all such additional rules and regulations as may hereafter be published and/or posted by the MARINA.
 - A. All vessels shall be operated at idle speed within the harbor. Idle speed is defined as the minimum speed required to maintain safe vessel maneuverability.
 - B. Refuse shall not be thrown overboard. Trash shall be deposited in containers for that purpose. No person shall store or dispose of oil, paint, spirits, or flammable liquids or pump oily bilges in harbor areas.
 - C. Noise shall be kept to a minimum at all times. Patrons shall use discretion in operating engines, generators, horns and sound devices and all audio equipment so as not to create a nuisance or disturbance. After the hour of 10:00 P.M., a state of general quiet shall prevail. OWNERS shall not permit the playing, broadcast or display of vulgar or obscene language, images or materials regardless of time of day.
 - D. WE LOVE PETS! - Pets are permitted and must be enclosed or leashed and not disturb employees, other tenants, guests or pets. Pets must not roam freely on MARINA premises. Pets shall not be enclosed on finger walkways. They shall be toileted only on the adjacent land area to the MARINA or in areas specifically designated for this purpose. In ALL CASES, OWNERS must immediately clean up after their pets. OWNERS found in violation may be subject to lease termination as provided under paragraph (11).
 - E. For the safety and convenience of all guests, main walkways must be kept clear at all times. OWNERS shall not use or store dinghies, refrigerators, freezers, grills, tables/chairs, accessories, trash or debris on fingers or main walkways.
 - F. Covered slip lockers are provided for storage convenience and are subject to periodic inspection. Electrical equipment of any kind is not permitted for use within lockers.
 - G. Swimming within harbor area is prohibited. No person shall enter the water within 100 yards of a floating dock for swimming, diving, boat maintenance or any other purpose. Towable devices not permitted to be towed within harbor area whether or not occupied.
 - H. The use of motorized vehicles of any kind is prohibited on MARINA docks and ramps other than by authorized MARINA personnel. Motorized vehicles are any/all fueled, electric or otherwise powered motorized vehicles, including, but not limited to; golf carts, scooters, mopeds, motorbikes, hover boards, etc. An exception may be made for genuine mobility scooters/chairs for the disabled.
 - I. Subleasing of slips, transfer of boats between slips, or from one slip to another slip, shall not be allowed, except upon prior approval of the MARINA. OWNER agrees that in case of emergency or maintenance work on the space, MARINA may move the boat from the particular space rented to any other mooring place.
 - J. OWNERS checking out of the MARINA shall report to the MARINA Office and settle their account prior to leaving. All personal property must be removed from docks when moorage rental is terminated.
 - K. No open flame (i.e. grills, smokers, torches, fire pits, heaters, etc.) shall be permitted on any walkways, slips or in or near any storage area.
 - L. Detached boat trailers are not to be parked on MARINA property. Any detached boat trailer parked on MARINA property is subject to tow and impoundment at the OWNER's expense.
22. CREDIT IS EXTENDED ONLY AS COURTESY AND THE OWNER AGREES TO PAY MONTHLY STATEMENT, IN FULL, FOR ALL ITEMS AUTHORIZED TO BE CHARGED TO OWNERS ACCOUNT. CUSTOMER ALSO AGREES TO PAY A SERVICE CHARGE OF 2% PER MONTH ON ALL ACCOUNTS (INCLUDING DELINQUENT DOCKAGE FEES) NOT PAID IN FULL BY THE 15TH OF EACH MONTH. (24% ANNUAL PERCENTAGE RATE).
23. Where applicable, electrical service is metered. Electric bills are to be paid as MARINA determines when to bill and are also subject to terms in item 22 above.
24. The MARINA may use boat slip if OWNER has vessel out of the slip temporarily. Reasonable attempts shall be made to notify OWNER.
25. This agreement shall remain in effect, as is, except for rate changes, after the expiration date should the OWNER continue to keep the boat or property at the MARINA and fail to sign a new contract. It is the OWNERS responsibility to be aware of rate changes each year.
26. The OWNER agrees to pay and is liable for costs of collection, court costs, discretionary costs and reasonable attorney's fees in the event any formal or informal collection proceedings become necessary for the recovery of amounts due MARINA by OWNER.
27. By signing below, the OWNER acknowledges that he/she/they have read this agreement and understand its terms, conditions and obligations.

_____ *Please Print Name Clearly* _____ *Signature*

Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Home Phone: _____

Cell Phone: _____ Emergency Phone: _____

Email Address: _____

*Your email address will be used to update you with any information regarding slips, monthly statements, etc.
 _____ Initial here if you would like to receive all newsletters sent by Sunset Marina (i.e. promotions, restaurant specials, etc.)*

Boat: _____
 Year Length Color Make Boat Name

----- **Office Use Below** -----

Type of Space: _____ Dock: _____ Rate Per Year: \$ _____ Payable in Advance.

Executed this _____ day of _____, 20____ By: _____

NOTES: _____