Thank you for choosing Lake Roosevelt Adventures, the Northwest's premier houseboat vacation company. Since 1997, our goal has been to offer unique outings on beautiful Lake Roosevelt. For many, this has truly been a life-altering experience, one they return to enjoy year after year.

Here is a brief description of the proceedings from this point: Included are several documents that I suggest you add to a "Houseboat Vacation" file as you may need to reference them as your trip draws near. Please pay particular attention to the Statement Page as this outlines your payment due dates.

First, Lake Roosevelt Adventures requires our customers to submit a deposit **within five (5) business days**. For vacations priced less than $5000.00, the deposit will be $500.00. For vacations priced at $5000.00 or more, the deposit will be $1000.00. Your deposit amount will be displayed on your Statement Page and is a partial payment towards your trip; it is not a refundable deposit. You can call and make a payment at any time. If you prefer to make your payment by check, please see the address listed on the Statement Page.

The **CHARTER RESERVATION AGREEMENT** details our Payment Process and Rental, Cancellation & Pet Policy. This will need to be signed and sent back via mail or email to sevenbaysadmin@guestservices.com within 7 business days.

The **STATEMENT** gives the due dates of your two payments, so mark your calendars. We accept checks and credit cards. If you would like to make a payment by credit card, please give us a call at 509-725-7229.

The **PASSENGER MANIFEST** can be filled out now or when you get to the marina for your vacation. This information is invaluable to everyone at Lake Roosevelt Adventures in case of an emergency or weather alert. It is confidential, but will be made available at the marina during your trip should the need arise.

I hope that you'll have a memorable trip and that this becomes a tradition for you and your family or friends. Please don't hesitate to call with any questions. Thank you for your business.

Warm regards,

Kenzie Graber
Lake Roosevelt Adventures
509-725-7229

CHARTER RESERVATION AGREEMENT

CUSTOMER: VACATION DATE:

I hereby submit a deposit in the amount of **_$1000.00** as a reservation deposit for my houseboat vacation. I understand that this reservation deposit will be credited towards my first payment which is due SIX (6) Calendar Months prior to my vacation's departure date.

Submission of the First Payment is required SIX (6) Calendar Months prior to the start date of this vacation. Cancellation of the trip after this date will result in the forfeiture of the Reservation Deposit and First Payment.

Submission of the Second Payment is required Four (4) Calendar Months prior to the start date of this vacation. Cancellation of the trip after this date will result in the forfeiture of the Reservation Deposit, the First Payment, and the Second Payment.

RENTAL POLICY: We reserve the right to refuse the use of our equipment to anyone if, in our judgment, the renter is not capable of safely operating the vessel, or poses a safety concern to themselves, to others, or to the vessel. We reserve the right to recall the vessel if it is being operated improperly or unsafely. Furthermore, if a recall is necessary, we will retain all moneys paid as liquidated damages. If a previous renter has broken the houseboat intended for your charter making it unavailable at the reserved time, our financial responsibility to you will be limited to a full refund of your fare. **The Captain must be over 25 years of age to sign for and operate the vessel. The Captain will be required to sign a Charterer's Contract prior to departure. Furthermore, a "Hold" will be placed on The Captain's credit card in the amount of $5000.00 to act as a damage deposit. Provided the vessel is returned in the same condition in which it departed, the "Hold" will be released from the Captain's credit card.**

CANCELLATION, REFUND & PET POLICY: Cancellation of this reservation after Five (5) days from the date of this contract (see date below) will result in **forfeiture of your reservation deposit**. Additionally, after you have made your First and/or Second Payment towards your vacation's balance, Lake Roosevelt Adventures will refund your payment(s) only if your vacation is sold to another customer. Lake Roosevelt Adventures **does not allow any pets on our houseboats**. No exceptions.

I have read and acknowledge all terms set forth in this contract.

_____

Charterer Signature

_____

Print Full Charterer Name, Address, Phone #, and Email

_____

Date

THIS AGREEMENT MUST BE SIGNED WITHIN SEVEN (7) BUSINESS DAYS

STATEMENT

Send Payments to:
Lake Roosevelt Adventures
1250 Marina Dr.
Davenport, WA 99122

Customer:
Houseboat Class: NOVA
Season: HIGH
CHECK IN:
CHECK OUT:

DESCRIPTION:

____7___	$7895.00	$607.92	$8502.92
# Of days	Price	Tax (7.7%)	Total

Your RESERVATION DEPOSIT of **$1000.00** is due on or before_____**.** Failure to process your deposit by this date will result in CANCELLATION WITHOUT NOTICE. Please note, this deposit will be credited towards your first payment.

_____ _____
Date Deposit Paid Check or Reference #

Two payments will be made Six (6) Months and Four (4) Months prior to your trip.

Payment #1	$3251.46	_____	_____
(6-Months Prior)	Amount Due	Check or Reference #	Date Paid
Payment #2	$4251.46	_____	_____
(4-Months Prior)	Amount Due	Check or Reference #	Date Paid

OPTIONAL
Lake Roosevelt Adventures has a ski boat, pontoon boats and a fishing skiff available for rent.
Please call (800) 816-2431 for availability. These additional rentals will be billed separately.

PASSENGER MANIFEST

Please fill out this form with each passenger's name and contact information and return it with your last payment. We are required to maintain this information while you are out on the houseboat in case of an emergency. Furthermore, with the sensitive nature of Grand Coulee Dam, the Department of Homeland Security requires us to keep this information on file. If other guests join you, they can be added at our dock office. Our emergency contact number at the 7 Bays Marina is **(509) 725-7229.**

Please note that the maximum number of persons allowed on the vessel while underway is 14.

Captain's Name: Houseboat Class: NOVA

Names Phone Numbers

1._____

2._____

3._____

4._____

5._____

6._____

7._____

8._____

9._____

10._____

11._____

12._____

13._____

14._____

WHEN YOU ARRIVE AT 7 BAYS MARINA

Just before you arrive at the boat launch ramp and marina store, there is a single-file lane on the left shoulder of the paved road designated for loading and unloading houseboat guests. Be sure to stay well left so you don't obstruct the boat launch. The Captain will go to the marina store to check in for the vacation while the rest of the party gets settled on the houseboat. If you are towing a boat, it is a good idea to load your gear and groceries into your boat before you leave home; that way you can launch your boat right away and drive it over to the stern of your houseboat for unloading. Once you are situated, we will direct you to private long-term parking.

To speed up the departure process, the Captain and anyone else who needs to observe the walk-through orientation will proceed directly to the houseboat with the assigned instructor. Pre-assign the task of going to the marina store to buy ice. I suggest at least ten bags for the large ice chest located on the aft deck of the houseboat.

If you have children, they will no doubt be very excited. You may want to occupy them with an ice cream at the store while some of the adults are going through the briefing. Fewer *distractions* make for a much faster orientation. The National Park Service requires everyone be on board for the final safety briefing, which includes a lesson about carbon monoxide.

After the orientation, the Captain will sign the Charterer Agreement, and you will depart the marina with your instructor for a Beaching Drill. You will be shown how to secure the houseboat for the night and how to deal with the rise and fall of a dam-controlled lake. Then you'll be off on your adventure.

VACATION IS OVER…

We expect that you will be floating by the marina's log boom by 10:00AM. Please be prompt as we charge a **$250.00/Hour late fee.** When you're ready to come in, call us on Channel 16 or at **(509) 725-7229** and a marina pilot will come out to your boat to bring you in. Please have all your belongings packed up and ready to offload. Remember, you must pay for the gas used during your vacation. Sometimes the gas dock can become hectic and payment can be forgotten. Please designate one person to stand by with a credit card. At this time, your prop will be inspected for damage. Please gather all garbage off the back deck and remove it while on the gas dock. Send drivers up to get the cars and stage them in the single-file loading area. After fueling is complete, we'll move the boat to the houseboat dock where you may unload all of your things. Please don't unload anything but garbage onto the gas dock as it becomes too cluttered for the other marina customers.

With this prior knowledge, I hope your arrival and departure will be as smooth as the lake at sunset.