

WHAT IS A REGISTERED MARINA PARTNER?	PRIMARY BERTH HOLDER (PBH)	REGISTERED MARINA PARTNER (RMP)	MORE INFO
PERSONAL AND SENSITIVE INFORMATION ACCESS	PBH has all access and authority to make changes to personal and sensitive information. Including but not limited to billing information, contact information, vessel information, and account history.	Has access to all personal and sensitive information. Any and all account changes must have Primary Berth Holder authorization. <i>RMP can change own personal information without authorization.</i>	PBH is allowed up to two (2) RMP's. Required completed Registered Marina Partner Paperwork is required within 30 calendar days of bringing in a new vessel. After 30 day the PBH cannot change or add new partners. Partners can be removed at any time at PBH's discretion.
BERTHING LICENSES AND RENEWALS	The following documents are valid only if signed by PBH: berthing licenses, berthing license renewals, notifications OF transfer or termination to the harbor master, and office regarding account changes.	Cannot sign berthing licenses, berthing license renewals, notifications of transfer or termination to the harbor master. Can request account changes, must be authorized by PBH.	
SUPPORTING DOCUMENTATION	PBH must be on registration/documentation either named as an individual person or through affiliation to an LLC*. PBH does not have to be named on insurance, it must only match the registered vessel on file. <u>All PBHs must have valid photo ID on file.</u>	RMP must be on registration/documentation either named as an individual person or through affiliation to an LLC*. RMP does not have to be named on insurance, it must only match the registered vessel on file. <u>All RMPs must have valid photo ID on file.</u>	The PBH is responsible for keeping all documentation current and ensuring all supporting documents correspond with the registered vessel on file. ALL PARTNERS MUST BE LISTED ON THE VESSELS REGISTRATION/ DOCUMENTATION.
KEYS	PBH can purchase keys, exchange damaged or obsolete keys, request key fobs to be turned off, and request temporary keys for guests and vendors.	RMP can purchase keys, exchange damaged or obsolete keys, and request temporary keys for guests and vendors. RMP can only request key fobs assigned to them to be shut off.	
BILLING, FEES, PAYMENTS, AND DELINQUENCIES	Is legally responsible for all billing, fees, payments, and delinquencies. Payments do not need to come directly from PBH, but PBH is solely responsible ensuring timely payments and any payments due to delinquency.	RMP can make payments and can receive invoices if authorized by berth holder. RMP is not legally responsible for any billing, fees, payments, or delinquencies.	The San Francisco Marina has no liason with the Tax Assessors office. Tax obligations and payments are solely between the PBH, RMP(s), other financial partners and the CCSF Tax Assessors Office.
DEATH	PBH's spouse/registered domestic partner and RMPs are the only individuals who have rights to the PBH's slip in the event of death of the PBH.	Can receive berth in the event of the PBH. If PBH is still	Upon death of PBH, offspring, next of kin, attorney-in-fact, estates, part owners, financial partners, etc. do not have rights to thre berth. <u>Only spouses/registered domestic partners and RPM's have rights to the deceased PBH's berth.</u>
BERTH TRANSFERS	PBH must have a seniority date of 4/19/2012 or earlier in order to complete a berth transfer (sell vessel with berth). If PBH's seniority date is after, they can only transfer the berth to a RMP.	Can receive berth through berth transfer.	Spouse/Domestic Partners cannot have berth transferred to them, only in the event of PBH death. Berth transfers between partners require only an admin fee.

If you have any questions, please contact the Harbor Office: 415-831-6322 or RECSFMARINA@sfgov.org