

## GATEWAY MARINA

[www.gwmarina.com](http://www.gwmarina.com)

3260 Flatbush Avenue, Brooklyn, NY 11234

Main Office Tel. 718-252-8761 Fax 718-252-8842

Service Tel. 718-986-3773

**Reminder to our  
year round customers:  
We can not hold slips  
past 3/14/09. Please be  
sure to sign up by  
3/14/09**

Dear Customer:

February, 2009

We hope you are having a good winter and are looking forward to an enjoyable summer season. **Please note that we decided NOT to increase our dockage rates for the 2009 season and kept them at the 2008 dockage rates.**

While filling out the enclosed Summer 2009 contract please be sure to adhere to the following: Fill out and **sign** your contract (be sure to include your current telephone numbers, address and email) and return the contract to us with the **appropriate 50% deposit**. The balance of your slip rental is due prior to the launching of your boat or arrival of your boat by water to your assigned slip. All outstanding balances must be paid no later than April 15, 2009. Customers arriving by water and/or requiring electric at their slip, must also provide us with their credit card information.

**To show our appreciation to our year round customers, we will be offering the following schedule for selection and assignment of slips:**

### SLIP ASSIGNMENT SCHEDULE

1) **February 28<sup>th</sup> to March 6<sup>th</sup> YEAR ROUND CUSTOMERS ONLY:** The slip selection schedule for these dates is available **only** to customers who are or will become year round contract holders (Summer 2008 and Winter 2008-2009, or Winter 2008-2009 and Summer 2009). Customers who had slips last summer season and would like the same slip can either submit their signed contract for 2009 and their payment by mail or come into the marina office or fax a signed copy of the new contract along with their credit card information to the marina office **fax at 718-252-8842**. If you would like a different slip you should come to the office during these dates or make a request in writing, by fax or mail with your contract (new slip assignments will be assigned on a first-come first-serve basis). Note that we do not hold slips for any customer with an outstanding balance as of February 27<sup>th</sup>. **Please be sure to sign by March 14<sup>th</sup>, 2009. We will not hold slips past this date.**

2) **March 7<sup>th</sup> to March 14<sup>th</sup> SUMMER 2008 Customers and Year Round Customers:** The slip selection is available to customers who were **Summer 2008** customers and **were not** Winter 2008-2009 customers AND **year round customers** as well.

3) **March 17<sup>th</sup> and later** Open season, slip selection open to the general public.

**Office hours from February 28<sup>th</sup> to March 31<sup>st</sup> are as follows:**

**Tuesday through Saturday: 10 am to 4 pm**

**Sunday and Monday: Closed**

For office hours after March 31<sup>st</sup> please check signs in front of the office or telephone announcements

A list of the yard services provided for this spring is enclosed with this letter. **If you require any of our yard services, such as bottom paint, to prepare your boat for the 2009 Summer season please allow at least 2 weeks in advance of your preferred launch date for the work to be completed.**

If you have any questions regarding this letter please contact the marina office at **718-252-8761**. Following the above steps will help in getting your boat launched and ready to be enjoyed. We thank you for your patronage and look forward to providing you with a quality boating experience.

Thank you for your cooperation and best regards,

The staff at Gateway Marina

**For any mechanical or detailing services, you must contact the service department  
directly at 718-986-3773**