



21 Mitchell Rd. Ipswich, MA 01938
(978) 356-3334
www.CurtisMarineService.com

FALL / WINTER WORK ORDER

Please Complete ALL information
Return your Work Order by mail, email, or phone

Name: _____ Email: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Boat Make: _____ Length: _____ Year: _____

Engine Make / HP: _____ Boat Name: _____

Boat Location: _____

Desired Haul Date: _____

PLEASE CHECK ALL THAT APPLY

- | | | |
|--|---|---|
| <input type="checkbox"/> Haul Boat / Transport | <input type="checkbox"/> Shrink Wrap Door | <input type="checkbox"/> Out-Drive Service |
| <input type="checkbox"/> Jack Stand & Block Rental | <input type="checkbox"/> Winter Boat Storage | <input type="checkbox"/> Trailer Service |
| <input type="checkbox"/> Pressure Wash Bottom | <input type="checkbox"/> Winterize Engine(s) | |
| <input type="checkbox"/> Shrink Wrap | <input type="checkbox"/> Winterize Fresh Water System | <input type="checkbox"/> Desired Installations Repairs and Upgrades |

Signature: _____ Date: _____

CONTINUED →

SERVICE WORK POLICIES / AGREEMENT

By signing this agreement, I hereby authorize the above work to be done along with the necessary materials and hereby grant you and/or your employees' permission to operate the boat, motor(s) and/or trailer herein described on the waterways or elsewhere for the purpose of testing and/or inspection. I also accept financial responsibility and am willing to pay all Curtis Marine Service invoices in accordance with the terms described thereon.

I agree to pay the full balance due when the work is completed. If payment is not paid in full and boat, motor(s) and/or trailer are not picked up **within 5 business days** following notification of job completion, a Daily Yard Storage Fee of \$25.00 per day will be applied. Jobs that exceed \$500.00 require an initial deposit and will be subject to **partial billing prior to job completion**. I will not remove the boat, motor(s) and/or trailer from Curtis Marine Services boatyard until all sums due to Curtis Marine Service are paid in full.

An express mechanic's lien is acknowledged on the above boat, motor(s) and/or trailer to secure the amount of the repairs thereto. I understand that a service charge of 1.5% per month (prorated from the due date) will be added to any delinquent accounts. Storage will begin on any boat, motor(s) and/or trailer not picked up within 5 business days after notification of completion of service. If it is necessary that collection be made by suit or otherwise, I agree to pay interest until paid, along with collection costs, including a reasonable attorney fee.

Curtis Marine Service is **NOT** responsible for damage caused to boat, motor(s), or trailer due to poor trailer adjustment (i.e. improper tongue weight). Curtis Marine Service is **NOT** responsible for proper tie down upon completion of work, and customer pick up.

Curtis Marine Service is **NOT** responsible for loss or damage to boat, motor(s), trailer, batteries or articles left therein in case of fire, theft, accident, freezing, riot, rodent, or act of God, which includes all elements, or any other causes beyond our control when in our custody for repair or storage.

Curtis Marine Service shall **NOT** be responsible for any gasoline left in the boat nor for any damage due to freezing of machinery or equipment not authorized by the owner to be winterized by Curtis Marine Service.

- All special orders for parts must be paid up front. A 15% restocking fee will be assessed for any returned or refused special order.
- A 1.5% Environmental fee will be assessed to all work.

Signature: _____ Date: _____