



**Gwenmor Marina, Inc.**

12 Roseleah Drive PO Box 375 Mystic, CT 06355-9743

Voice: 860/536-0281 \* FAX: 860/536-4346

**Service Department: 860/536-4945 Ext. 17**

[www.Gwenmor.com](http://www.Gwenmor.com) \* [service@Gwenmor.com](mailto:service@Gwenmor.com)

## Winter Work Order

Haul Date: \_\_\_\_\_ Launch Date: \_\_\_\_\_

Location of Keys/Lock Combination: \_\_\_\_\_

Condition Fuel: \_\_\_\_\_ Estimated Gallons: \_\_\_\_\_ Port: \_\_\_\_\_ Starboard: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone/Cell: \_\_\_\_\_

Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

LOA: \_\_\_\_\_

Boat Name/Make: \_\_\_\_\_

Winterize(check applicable): Engine/s \_\_\_\_\_ Outboard \_\_\_\_\_ Head \_\_\_\_\_

Generator \_\_\_\_\_ Water System \_\_\_\_\_ A/C \_\_\_\_\_

Holding Tank Emptied by Customer: Yes \_\_\_\_\_ Gwenmor: Yes \_\_\_\_\_

Store Outboard/Outdrive: Yes \_\_\_\_\_ Water Pump Service: Yes \_\_\_\_\_

Store Batteries: Yes \_\_\_\_\_ Drain Plug: Remove/Location \_\_\_\_\_

Propeller/s: Recondition: Yes \_\_\_\_\_ Replace: Yes \_\_\_\_\_

Change(check applicable): Engine & Oil Filter \_\_\_\_\_ Lower Unit Oil \_\_\_\_\_ Fuel Filter \_\_\_\_\_

Transmission Oil \_\_\_\_\_ V-Drive Oil \_\_\_\_\_

Shrink Wrap: Yes \_\_\_\_\_ Door: Yes \_\_\_\_\_

Special Sling or Blocking: Yes \_\_\_\_\_ Mast Storage: Yes \_\_\_\_\_

Remarks/Requests: \_\_\_\_\_

*1. There is a \$25 towing charge for boats that cannot be run from the slip to the hauling area.*

*2. Holding tank must be pumped prior to hauling. All tanks deemed to be full will be pumped by Gwenmor at the owner's expense.*

*3. Boats not ready by launch date may be subject to a moving fee.*

*4. I agree to lines 1-3 and give Gwenmor Marina permission to perform the above designated acts.*

**\*\*\*You will need to contact our Service Dept. at 860/536-4945, Ext. 17 and discuss Work Order before any work is undertaken.**

Work Request Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_