



EXPLORE | RELAX | STAY | PLAY | EXPERIENCE PURA VIDA

Dear,

Thank you for selecting Marina Flamingo as your preferred marina. As a world-class marina in a breathtaking setting, our team is here to help make your stay as enjoyable as possible, regardless of the duration! Please complete the form below with the necessary information to facilitate your stay. Gracias!

CONTACT & YACHT DETAILS												
Yacht Owner Name:												
ID # (N° cédula física o jurídica)												
Agent or Captain Name:												
Yacht Owner Address:												
				City:				Zip Code:				
				State:				Country:				
Billing Address (if different from Owner Address)												
				City				Zip code				
				State				Country				
Primary Email:						Mobile:						
Vessel Name:												
Type:			Motor:				Sail:				Charter Use:	
				Monohull:				Catamaran:				
Type of berthing:				Wet Berth:				Dry Berth:				
LOA (in FT)			Beam (in ft.)			Draft (in ft.)						
Electrical Requirements:			Single ph.				Three ph.				Amps: 63 125	
Arrival Date:						Departure Date:						
Flag:						Homeport:						
Registration No:												
Request Immigration:						Fuel Request			(Gallons)			
Certificado de Importación Temporal de Vehículos:			Date Issued:			Expiration Date:						
MOPT Permiso de Permanencia de Embarcación Extranjera:			Date Issued:			Expiration Date:						
INCOPECA Boat Fishing License:			Date Issued:			Expiration Date:						
Vessel Insurance:			Company:			Expiration Date:						
Please send all documents and include a recent picture of the yacht side and stern!												

BERTHING ASSIGNMENT AND RATES:

PROVISIONAL SLIP ALLOCATION #:

Charged LENGTH:	APPLIED RATE:			TERM UNIT.			
<u>Calculation:</u> Length x Rate x Term	X	X T	Base Fee	\$	+ IVA	\$	

Slip Fees are based on the length of the berth, or the length of the vessel measured from "bow to stern" and to the extent of any permanent fixture (the "length overall").

- The Fee has based on the information provided but could be revised after physical measurement. Physical measurements will be conducted when your vessel arrives. Kindly allow our marina staff to take the measurements and verify all data to prevent future misunderstandings.
- Catamaran or extra wide yachts are charged base rate X 1.5
- Transient fees are payable upon arrival for the whole term.

RESERVATIONS AND CHECK IN/OUT PROCEDURE

ARRIVING AT MARINA FLAMINGO

The Marina Team will try its utter best so you can enjoy your stay:

- Please send all required the documents prior to your arrival for a speedy check-in.
- If you are approaching the Marina, kindly contact the Marina on VHF Channel 12.
- Should you need mooring assistance please let us know.
- The marina attendants will help you tie the yacht and do the dock-check and help you to connect to the utilities.
- The captain should present himself at the Marina Office for the Check-in and bring along the required ship documents. Our attentive and supportive staff will ask you to sign the slip agreement, guide you through the environmental rules and regulations & payment process.
- For Transient yacht: It's imperative that all bills are paid prior to the vessel's departure from the Marina (ex. local daytrip).
- As brief site orientation walkthrough will be at your service so you can enjoy the Marina facilities to the fullest.

DEPARTURE FROM MARINA FLAMINGO

We hope you enjoyed your stay and we look forward to seeing you again soon.

- For final check-out, contact the marina office in a timely manner so they can process the final invoice, take the final utility meter reading completed, and cut-off the utilities.
- The lead time for invoicing is about 30 min., please advise the office in time.
- Should you like to leave outside the Marina office hours, please process your check-out 1 hour before the office closes. Should you still like to continue using the utilities after the final invoice is issued, a pro-rate charge of utilities will be added.
- The captain always need to present himself personally for the check-out

ENTERING COSTA RICA: GOVERNMENT PROCEDURES

REQUIRED DOCUMENTS TO CLEAR CUSTOMS AND IMMIGRATION

- Copy of the Certificate of Registry of the vessel.
- Crew List
- Copy of the crew passports (front page only)
- Boat Liability Insurance (minimum \$500,000 maximum \$1.000.000)
- Copy of the Power of Attorney or Letter of Authority, issued by owner's of the vessel to his captain, authorization to sail through international waters (copy notarized)
- Copy of last international clearance or ZARPE issued at last port of call

CERTIFICADO DE IMPORTACIÓN TEMPORAL

Upon your initial entry to Costa Rica, you will receive a temporary permit for your vessel, a "Certificado de Importación Temporal" granted from Aduana (VEHITUR). This will be valid for a maximum of 3 months and cannot be renewed. Upon expiration, the vessel will have to leave the Country as customs will not make any exceptions for a Temporary Renewal.

MOPT PERMISO DE PERMANENCIA DE EMBARCACIÓN EXTRANJERA

For your vessel to remain in Costa Rica longer than three months, you have to apply for a 2-year extended cruising permit from the Department of Transportation Maritime Division (MOPT). A Slip Agreement with Marina Flamingo will allow you to obtain an extended cruising permit

IMMIGRATION CLEARANCE

If you are just arriving to Costa Rica for the first time, Marina Flamingo does not have Government officials permanently on-site to randomly do clearing ; the Agent needs to inform the Government and Marina Flamingo 48 hours prior in order to coordinate an official visit by the corresponding government authorities allowing Marina Flamingo as an official Port of Entry.

CLEARING AGENT

Our recommended agent is Ernesto Andrade. Ernesto can be reached by email at eandrade@ice.co.cr or by telephone at: Office (506) 2661-0948 , or Mobile (506) 8811-7290

OTHER INFORMATION

WATER /cu m3 & ELECTRIC p/kwh

Fresh water and electricity are charged based on actual metered consumption.

- The current Water rate is **\$ 0.02 per gallon.**
- Power of 32/63/125 amps / 110 Volt (single phase or 3 phase) is available at the slips. Please inform us of any special electrical needs.
- The charges are at **\$0.20 per kwh.**
- All charges are subject to *Goods and Service Tax.*

INTERNET SERVICES

Wireless internet is available on-site free of charge. Please contact the marina Office for your login. You are always welcome at the Kingfisher Club to have better service.

WASTE DISPOSAL

Local Pre-paid SIM cards are available in the nearby shops

- Recycle, Reuse and Refuse is our mantra, please help us.
- The trash removal is Free of charge if Correctly Separated at the Source (organic/recycle).
- Recycle trash bags are available at the Marina office.
- Black water pump-out is Free of charge upon request.
- Oil Change is only allowed at the Fuel Dock
- Marina Attendants can be called on VHF Ch. 12 to collect excess trash

FUEL

The fuel dock has both Gasoline & Diesel (with high flow dispenser) and operates from 06:30 till 17:30 daily. You can make reservation through VHF Channel 12
At the fuel dock, you can do your oil change and buy items such as: oil, filters, ice, bulk drinks, bait etc. (those items can be delivered to your yacht)
You can ask for the daily Fuel price through VHF Ch. 12
Kind reminder: No Credit!

MARINA FACILITIES

- The Marina flamingo has the following facilities (and many others):
- ✓ Fuel station (diesel, gasoline, high volume dispenser, shop)
 - ✓ in- slip black water pump-out (FOC)
 - ✓ Heli port
 - ✓ dry stack & service yard (under construction)
 - ✓ 24-7 security
 - ✓ restrooms & showers
 - ✓ Pool (under construction)
 - ✓ multi-level parking (under construction)
 - ✓ emergency services & Medical clinic
 - ✓ coast-guard station
 - ✓ Trash and recycling
 - ✓ Kingfisher Club & meeting room
 - ✓ Charter rentals
 - ✓ Car & Motor bike rentals
 - ✓ Pharmacy
 - ✓ Grocery & Super markets
 - ✓ Fine dining & coffee shops
 - ✓ Ship chandlery
 - ✓ Provisioning
 - ✓ Banks & ATM's
 - ✓ Insurance & lawyers
 - ✓ concierge services, courier & shipping services

Please visit: www.visitmarinaflamingo.com for more information

MARINA RESIDENCY

Overlooking a new state-of-the-art marina, filled with high end luxury yachts, just beyond that, spectacular ocean and mountain views from your private terrace. All of this from your brand new, fully appointed and furnished spectacular villa. Marina Flamingo's luxury villas are the perfect place to call home. Our full-service concierge and amenities are waiting for you. Choose the flexibility to lease for three, six or twelve months to truly enjoy the Pura Vida life, with everything at your fingertips. Multiple restaurants are within just steps of the pristine new development, including a high-end Seafood and Steakhouse and a Britt Café. Indulge in shopping boutiques, gourmet ice cream and much more. A private new medical centre will be there for your peace of mind. Only a select number of these villas are available for lease, so contact us now to secure your future paradise

THINGS TO NOTE

The marina office is open daily from 0700-1700hrs. and 0800-1700hrs on weekends and public holidays.-

Feel free to use the Marina as shipping address.

Marina Flamingo
Playa Flamingo
Guanacaste

COSTA RICA

ENVIRONMENTAL RESTRICTIONS

- **SMOKING PROHIBITED** within the Marina Flamingo premises.
 - Hull scraping in the Marina is prohibited
 - No fishing, feeding fish or cleaning fish in the Marina
-

Please, do not hesitate to contact us should you have any questions, our friendly Marina Flamingo team will always try to help you.

We hope to welcome you soon, *Pura Vida!*

The Marina Flamingo Team,

Rev. 2023 03 22