

# FAIRFAX YACHT CLUB (FYC)

## ACKNOWLEDGMENT OF CONTRACTOR POLICY

The purpose of this policy is to ensure that contractors performing work at the FYC do so in a safe, workmanlike and appropriate manner consistent with FYC's condominium instruments (Declaration and Bylaws) and its Rules and Regulations.

Article IX, Section 1(a) (*Compliance and Default – Relief – Additional Liability*) of the Fairfax Yacht Club ("FYC") Bylaws states in pertinent part:

Each Unit Owner shall be liable for the expense of all maintenance, repair or replacement rendered necessary by such Unit Owner's act, neglect or carelessness...or [that of] such Unit Owner's employees, agents or licensees...[s]uch liability shall include any increase in casualty insurance rates....

A contractor who comes onto FYC property at the invitation or request of an FYC member is a licensee. FYC members who bring contractors onto the FYC premises are responsible for the acts, omissions and conduct of their contractors. All FYC members and all contractors (mechanics, vendors, construction workers, and maintenance personnel) hired by FYC members to perform any work while on FYC property (including the cleaning, detailing, waxing, and polishing of boats) must comply with the following requirements.

1. Contractors must be properly licensed to do business and carry liability insurance coverage of at least \$500,000 per incident and \$1,000,000 overall. Contractors must also carry worker's compensation coverage in the amount required by law. Contractors must submit insurance documentation to the Board before performing any work (other than preparing cost estimates). Certificates of insurance should be provided directly to FYC by the insurance carrier. Upon receipt of all appropriate documentation, FYC will issue the contractor a card authorizing access to FYC property and a copy of FYC's Rules and Regulations.
2. A contractor requiring vehicle access to the marina may, at the discretion of the Board, be allowed to acquire an entry gate card for \$10. The access card grants access only by the entrance gate and to the restrooms. Any violation of this card usage policy by a contractor will result in the cancellation of the entry gate card and the revocation of the privilege to perform work onboard FYC property.
3. When on FYC property, the contractor must, at all times, have on his/her person the authorization card or a copy thereof described in paragraph 1 above.
4. Contractors shall have access to FYC property ONLY while performing work at the direction of FYC members. Whenever possible, work should be performed during normal working hours between 8:00 AM and 6:00 PM weekdays and 8:00 and 12:00 noon on Saturdays. Only work of an emergency nature is allowed on Saturday afternoon or Sunday during the boating season (May 1st to October 31st).
5. Contractor vehicles may not be left on the premises beyond the hours or days specified in paragraph 4 above. Any items removed from a boat must not be left on FYC property. Batteries

removed by the contractor must be properly disposed of by the contractor and **shall not** be left on the FYC grounds or placed in FYC dumpsters.

6. All boat repairs must be performed while the boat is in its assigned slip or at the work dock (end of D Dock).

7. The contractor may bring additional employees as required, but in no event may the contractor bring non-employee relatives or friends onto FYC property.

8. Approved contractors are eligible to submit contact information to the FYC Webmaster and the Dockmaster for posting on FYC's website and bulletin boards.

9. If a member invites a contractor to an FYC social event, the contractor is subject to the same rules of conduct and dress as any other member or guest.

10. Failure to comply with ALL terms in this agreement may result in removal of the contractor's privileges to perform work at Fairfax Yacht Club. Failure to comply with the FYC Bylaws and/or Rules and Regulations may result in assessment of sanctions and/or violation charges against FYC owners as specified in the FYC Rules and Regulations.

*I agree to and understand the above regulations covering contractors working at Fairfax Yacht Club.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Liability Insurance Policy Number \_\_\_\_\_ Exp Date \_\_\_\_\_

Workman's Compensation Policy Number \_\_\_\_\_ Exp Date \_\_\_\_\_

Names of persons covered under this agreement:

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