

## Application for Admission

### Basic Marina Management Course

Online Course - March 6- 27, 2024

## Course Topics and Instructors

- Emergency Management
- Step Up to Manager
- Customer Service
- Environmental Compliance
- Marina Systems
- Accounting 101

Carl Wolf, CMM  
TBA  
Lorane Ellis Vienne  
Sarah Orlando  
Tom DeLotto, CMM  
Dottie Stewart

## Successful Completion

To receive a certificate of completion, all students must attend and participate in the full length of each session

## Basic Course Requirements

No marina experience required, though one year marina or hospitality experience is recommended.

## Application & Payment Process

To reserve a seat in this course, complete the Application Form and email to [AMITraining@marinaassociation.org](mailto:AMITraining@marinaassociation.org) along with a \$1,000 deposit. Should your application be denied, your check will be returned and you will receive the reason(s) for the denial.

**Tuition: \$1,995 for AMI members; \$2,495 for non-members**

**Payment Schedule:** (Please note that there is a minimum number of students required to run each course)

- Once your complete application package is received, you will receive a confirmation email\*—at which time full payment is due.

### Method of Payment:

- All deposits and further payments must be made payable to and sent directly to AMI
- Payments may be made by check or credit card. AMI accepts only VISA or MasterCard
- Make checks payable to the Association of Marina Industries, payable in U.S. Dollars and drawn on a U.S. Bank

### Cancellation and Refund Policies:

- A refund of fees paid will be made if AMI receives your cancellation in writing no later than February 1, 2024, minus a service fee of \$500. After February 1, 2024, refunds will be made **only** if your seat in the course has been sold.
- Your registration is fully transferable to someone else in your company **only** if they fully meet the admission requirements of the course.

Payment is being made by: \_\_\_\_\_ Check \_\_\_\_\_ CreditCard (see below)

Please charge my credit card (VISA or MasterCard ONLY) in the amount of \_\_\_\_\_ U.S. Dollars

Card Number: \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Number \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_ Signature \_\_\_\_\_

Address (if different from below): \_\_\_\_\_

# Application for Admission

**Basic Marina Management Course  
Online Course -March 6-27, 2024**

**Please print**

Applicant's Name \_\_\_\_\_ Title \_\_\_\_\_

Marina \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Body of Water \_\_\_\_\_ Website URL \_\_\_\_\_ Gross Revenues of Marina \$ \_\_\_\_\_

AMI Member: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Joining now (Contact Merritt Alves: malves@marinaassociation.org)

Applicant's Background: **IMPORTANT - Attach your resume with experience details**

Boating business management experiences: Marina/boatyard ownership \_\_\_\_\_ years

Marina/boatyard manager \_\_\_\_\_ years

[Put "N/A" or "—" in all spaces which are Not Applicable at your marina, do not leave any information blank.]

Number of Marina Employees: Year-round \_\_\_\_\_ Seasonal \_\_\_\_\_

Marina work contracted out (not performed by employees) (check): \_\_\_\_\_ Landscape Maintenance  
\_\_\_\_\_ Security \_\_\_\_\_ Accounting \_\_\_\_\_ Human Resources Mgmt. \_\_\_\_\_ Other: \_\_\_\_\_.

Services (profit centers) operated by your employees: (check)  
\_\_\_\_\_ Fuel \_\_\_\_\_ Repairs \_\_\_\_\_ Haul/Launch \_\_\_\_\_ Restaurant \_\_\_\_\_ Ships Store \_\_\_\_\_ Other \_\_\_\_\_

Services leased out to, and/or operated by others:  
\_\_\_\_\_ Fuel \_\_\_\_\_ Repairs \_\_\_\_\_ Haul/Launch \_\_\_\_\_ Restaurant \_\_\_\_\_ Ships Store \_\_\_\_\_ Other \_\_\_\_\_

Storage type and capacities:  
Wet berths: (#) \_\_\_\_\_ Wet moorings: (#) \_\_\_\_\_ Dry in racks: (#) \_\_\_\_\_ Dry on trailers: (#) \_\_\_\_\_  
Number of slips used by transient (visiting) boats for less than 30 days: \_\_\_\_\_  
Percentage of boats that are: Power boats \_\_\_\_\_ % Sailboats \_\_\_\_\_ %  
Size range in water: \_\_\_\_\_ ft. to \_\_\_\_\_ ft. Size range in racks: \_\_\_\_\_ ft. to \_\_\_\_\_ ft.  
Water level fluctuation: Tidal range if salt: \_\_\_\_\_ feet. Annual change if fresh: \_\_\_\_\_ feet.

Fuel service at marina: (check all that apply) \_\_\_\_\_ Petrol \_\_\_\_\_ Diesel \_\_\_\_\_ LPG \_\_\_\_\_ Other: \_\_\_\_\_  
Fuel storage capacity and location of tanks:  
Capacity (Liters): Petrol \_\_\_\_\_ Diesel \_\_\_\_\_ Above ground \_\_\_\_\_ Underground \_\_\_\_\_

Pump-out Equipment at marina: \_\_\_\_\_ Yes \_\_\_\_\_ No  
Make \_\_\_\_\_ Type of pump \_\_\_\_\_  
Location: \_\_\_\_\_ Fixed at fuel dock \_\_\_\_\_ Fixed elsewhere (Where?): \_\_\_\_\_  
\_\_\_\_\_ Portable pump-out ashore \_\_\_\_\_ Mobile pump-out on boat \_\_\_\_\_ Pump-out connections at slips

Other things you would like your classmates to know about your marina: (Use reverse side or additional sheet if needed)  
(Examples: major fire, storm damage, events, permit or other Issues you'd like help with, etc.) \_\_\_\_\_

**See Method of Payment instructions on preceding page. Full payment of all fees are due February 1, 2024.**

**Send to: Association of Marina Industries – 50 Water Street, Warren, RI 02885 USA  
Phone 401-682-7340 –Email: amittraining@marinaassociation.org**