



# South Beach Harbor Application for Vendor Permit

Please read the **Policies & Guidelines** before completing this form.

**FEES: \$50 Annually**

Phone: 415.495.4911      Fax: 415.512.1351

## Vendor Information:

Business Name: \_\_\_\_\_ Business Email: \_\_\_\_\_  
Business Phone #: \_\_\_\_\_ Business License #: \_\_\_\_\_  
Website: \_\_\_\_\_  
Business Address: \_\_\_\_\_

## Business Services/Description

Hull Cleaning/Diving,  Boat Cleaning,  Canvas,  
 Maintenance and Repairs,  Boat relocation,  Other (Check all that applies)

## SBH Office Use Information Only (if different from above):

Business Point Of Contact Name: \_\_\_\_\_  
Business Point Of Contact #: \_\_\_\_\_  
Business Point Of Contact Email: \_\_\_\_\_

## Are you interested in placing your vendor business on our vendor webpage?

Yes     No.    If Yes, please provide a short description below.  
Note: Vendor webpage maintenance is upon staff availability.

⇒ **Checklist for things needed along with the filled application:**

Current Business Certificate with valid expiration date  
 Certificate of Insurance **AND** Additional Insured Endorsement  
 Business Card  
 \$50 Fees (Annually)  
 Vendor accts may be disabled/closed at any time for non-compliance.

## I certify that the statements herein are true and correct.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THANK YOU**

### STAFF ONLY:

Staff Name: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
Payment Type:     Visa/MC/Disc/Amex     Check     Digital Payment  
Approval Code/#: \_\_\_\_\_ Applicant Acct # \_\_\_\_\_

## **POLICIES & GUIDELINES**

**1. Business certificate**

Submitted at time of application and/or renewal.

**2. INSURANCE REQUIREMENTS:**

Your Certificate of Insurance should show a **minimum liability of \$1,000,000** Per Occurrence

**3. Certificate Holder section should read as follow:**

City and County of San Francisco  
c/o EXIGIS Risk Management Services  
P.O. Box 947  
Murrieta, CA 92564

**4. Additional Insured Endorsement should read as follows:**

CITY AND COUNTY OF SAN FRANCISCO BY AND THROUGH SAN FRANCISCO PORT  
COMMISSION AND THEIR OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS

For additional questions and answers regarding insurance, please contact:

Exigis LLC customer support line at **646-762-1541**.

Email: [Inbox@sbh.complianz.com](mailto:Inbox@sbh.complianz.com)

Exigis LLC auto generated emails are sent from [Inbox@sbh.complianz.com](mailto:Inbox@sbh.complianz.com)

**Please add the email addresses to prevent auto spam/junk email filtering**

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**1. PAYMENTS** are due every year & can be made via Check or Debit / Credit card.

**2. PARKING:** Your application comes with an annual vendor parking tag, once all the documents are compliant.

**Vehicles without valid permits, including those with Disabled Placards, are subject to being ticketed and/or towed at the vehicle owner's expense.**

- For towed should vehicles contact:

**Golden Gate Tow Inc. 415.508.5604 OR 1.888.358.0294**

**3. GATE KEY:** Keys can be purchased in the office. Keys are non-refundable.

**4. RESTRICTIONS:** No vendors can work in harbor during any major events like Giants games, Fleet week.

**5. Non-Submission** of updated documents in any year can results into restricting to harbor docks with all keys deactivated.

**6. Contact the harbormaster's office** for any questions or concerns:

South Beach Harbor  
Pier 40A, The Embarcadero  
San Francisco, CA 94107  
Phone# 415.495.4911

**PLEASE NOTE:** The Harbormaster, reserves the right to amend these rules at any time.