



S3 Maritime Work Authorization Form



This is an agreement (Terms and Conditions) between _____ (Customer) and S3 Maritime, LLC (S3), with a corporate headquarters located at 2360 W. Commodore Way, Suite 200 Seattle WA 98199, phone 206-420-4932, fax 206-420-4952.

WORK AUTHORIZATION

- Customer hereby authorizes repair work to be done as described in the Estimate, Work Order, or subsequent Work or Change Orders, with the necessary materials and labor to be charged at regular prices per the current S3 Maritime Rate Sheet.
- Customer’s boat may be moved by S3 for purposes of testing, inspection or delivery at Customer’s sole risk.
- Customer agrees that S3 will not be held responsible for loss or damage to the boat or articles left in or on the boat in case of fire, theft, accidents, or other causes beyond S3 control, and releases S3 from “care, custody, and control” upon being notified boat is ready for pickup. Customer further warrants that vessel is insured.

FINANCIAL POLICY

- All invoices, **including insurance claims, MUST** be paid in full upon completion of work. **There will be no exceptions.** Invoices are due upon receipt and become past due 10 days after the date of invoice. After 10 days, credit card on file will be used to cover balance due, unless prior payment method has been arranged.
- Interest on unpaid invoices will accrue at 1.5% per month with a \$25.00 minimum. An express possessory lien is granted on Customer’s boat to secure the amount of repairs thereto and released when outstanding balance is paid in full. If S3 is forced to take action for collection of any undisputed outstanding balance, Customer agrees to pay for all collection and/or attorney costs and fees.
- Washington State sales tax will be charged at prevailing rates based on the location work is performed/ items are shipped. Proof of valid/applicable tax exemption must be supplied prior to work starting.
- S3 warrants all repairs and installations for **one year** from date of invoice. Customer supplied parts are not warranted. S3 reserves the right to perform any warranty repairs resulting from work previously billed by S3. Should a problem arise, contact S3 immediately. S3 will not pay for warranty repair provided by third parties. Work done by anyone other than S3 will void all warranties. All warranty repairs will be performed at S3 facilities. Warranties are non-transferable.
- Parts, equipment, and other customer belongings that are not removed from the premises within 30 days of the invoice date will be discarded.
- We accept checks, ACH, cash, and credit cards. **A 3% surcharge applies to the invoice total if paying with credit card.**

STANDARD BILLING PRACTICES

- All Estimates/ Work Orders over \$1,000.00, or needing major material purchases, require a deposit which will be calculated based on estimated parts and labor. Parts will not be ordered until the requested Customer Deposit has been paid.
- Weekly progress invoices may be issued for jobs lasting over two weeks.
- Final invoices may be issued up to 30 days after completion of the job.

LABOR RATES

- Labor Rates are specific per S3 labor class and will be reviewed annually by S3 Maritime. S3 will distribute the annual Rate Sheet notification in the month of December, for the upcoming year, and from time to time as business requirements dictate.
 - A new Work Authorization is not required annually, as the customer agrees to labor rates posted on the most **current S3 Maritime Rate Sheet** based on the date their project is opened/approved.
- Any job worked over 8 hours per day will be charged overtime at S3 Maritime Overtime Rate.
- All mobile service is billed as portal to portal.
- Moorage will be charged based on the current S3 Maritime Rate Sheet, based on vessel foot per day.
 - Power charges to be added based on vessel usage

CONSENT TO VESSEL PHOTOGRAPHY – YES NO

S3 Maritime would like to take photography of the work that we do on your vessel. We will never use the name of your vessel without your prior consent. By selecting "yes" you consent to allow S3 Maritime to use photos of your vessel for the promotion of our business.

WILL THIS WORK BE RELATED TO AN INSURANCE CLAIM? – YES NO

Customer has read and agrees to the above conditions and acknowledges receipt of a copy of this document.

Customer Signature: _____ Date: _____

Printed Name: _____

S3 Maritime, LLC d/b/a West Coast Insulation, & West Coast Waterjet