

Environmental Traveling Companions Sea Kayak Boat Use Policy

1. Only **active and trained ETC Guides** who have done at least 4 trips in the past year may use boats and related equipment. Guides must be over 18 years of age and boats can only be used when it does not conflict with scheduled ETC trips. _____
Please initial

2. Use of ETC sea kayaks and related equipment must be requested and confirmed through direct contact with the Sea Kayak Program Manager. Guides must fill out a Paddle Plan, including the following information: _____
Intended launch and landing time; Intended destination; Type and number of boats that will be used; Number of people that will be on the water; List of all equipment borrowed *Please initial*
All requests must be made during business hours through email or phone to the ETC office. It is unacceptable to request a boat during non-business hours.

3. When you put on and take off the water you must notify the Sea Kayak Program Manager through a text or phone call. If this occurs outside of normal business hours, please contact Andrew Miller on his cell phone at 415-250-7378. _____
Please initial

If a Guide fails to notify the Sea Kayak Program Manager by the prearranged landing time, search and rescue procedures will be initiated and the appropriate emergency agencies contacted.

4. **Guides:** All Guides must have a Health Form and Liability Release on file at the ETC office and in the container. _____
Guests: All Guests must fill out an ETC Health Form and Liability Release and should be submitted to the ETC office following any paddle. *Please initial*

Health forms must be carried on the water for all Guides and Guests.

5. **San Francisco Bay:** Guides may only use boats within Richardson Bay. The boundary for Richardson Bay for the purpose of this policy is defined as the invisible line that would connect the Sausalito Ferry Terminal with Peninsula Point (Belvedere). Trip Leaders may paddle to Angel Island or to Fort Baker with prior explicit permission from the Sea Kayak Program Manager. _____
Please initial

A Trip Leader may not paddle beyond Fort Baker and under the Golden Gate Bridge unless it is an established ETC event.

6. **Tomales Bay:** Guides may use boats on Tomales Bay within a designated area of the Southern part of the bay. This area is defined as any area south of Tomales Bay State Park and as far north as White Gulch and Hog Island. Trip Leaders may paddle beyond Hog Island and White Gulch with prior explicit permission from the Sea Kayak Program Manager. If paddling on Tomales Bay, guides must pay the parking fees at the State Park Entrance Station. Guides must also park in the upper lot except one car to prevent containers from being blocked. _____
Please initial

7. Boats are to be launched from Schoonmaker Point Marina for San Francisco Bay trips and from Tomales Bay State Park for Tomales Bay trips. Boats may only be transported on vehicle only with explicit permission from the Sea Kayak Program Manager and the Guide must demonstrate he or she has the proper kayak saddles and tie down knowledge. _____
Please initial

8. Each Guide must be accompanied by at least one other ETC Guide. Each Guide may take two Guests, with a trip maximum of four Guests per trip. **Guides are never allowed to paddle alone.** _____
Please initial

9. All Guests must paddle in double or triple kayaks unless the Sea Kayak Program Manager has previously approved their use of a single kayak. _____
Please initial

10. All Guests must be provided with an appropriate introduction to a sea kayak, proper paddle instruction, and given a safety talk before launching. _____
Please initial

11. All trips must carry safety equipment as outlined in the ETC Policies and Procedures including communications equipment (cell phone, ETC Emergency Call Down List, and VHF radio), a First Aid Kit, and all paddling safety gear. _____
Please initial

12. All Guides must be fully aware of the tides, currents, and weather conditions predicted for the day of the trip. _____
Please initial

13. All equipment must be thoroughly cleaned and stored in its proper location. Guides are responsible for replacing or repairing any gear that is lost or damaged beyond normal wear and tear. _____
Please initial

14. Guides must always exercise their best judgment and employ conservative decision making to ensure the safety of themselves and their Guests while using ETC sea kayaks and related equipment. _____
Please initial

The above policies have been implemented to ensure the safety of Guides and Guests and protect ETC as an organization. Failure to adhere to the Sea Kayak Program Boat Use Policy may result in the loss of a Guide's privilege of using ETC sea kayaks and related equipment and the potential for Guide boat use outside of an established ETC trip to end. **All boat use is at the discretion of the ETC Sea Kayak Program Manager.**

By signing this agreement I acknowledge that I have read it carefully, agree with its terms, and I sign it of my own free will. Acknowledging all of the above policies, and in consideration of being permitted to use ETC sea kayaks and related equipment, I _____ (print your name) knowingly and voluntarily agree to adhere to ETC's Sea Kayak Boat Use Policy.

Your Signature _____ Date _____

Name (please print) _____