



### **HARBOR OFFICE HOURS:**

South Beach Harbor Office is open with modified office hours Tuesday through Saturday and some Sundays. Appointments can be scheduled Monday through Saturday. We continue to practice Social Distancing and we all wear a mask.

To reach us in the office call 415.495.4911 as follows: Linda Green ext. 1048 on Tuesdays, Wednesdays, and Saturdays from 8:30 to 5:00 pm. Joe Huang ext. 1047 on Thursdays and Fridays until 12:30 pm. Pallavi Talwar ext. 1046 on Saturdays and Mondays from 8:30 to 3:00 pm.

Office Staff can be emailed at sbh-insurance@sfport.com, or you can email us individually: [Linda.Green@sfport.com](mailto:Linda.Green@sfport.com), [Joe.Huang@sfport.com](mailto:Joe.Huang@sfport.com) & [Pallavi.Talwar@sfport.com](mailto:Pallavi.Talwar@sfport.com). Please provide your whole name, your berth/ account numbers, and best contacts when sending or leaving a message.

### **REMINDERS:**

**BERTH RENTS** are due on the 1st and late after the 15th each month. Ten percent LATE FEES will be applied to past due balances, and Payment Plans are available at 1.5 times the current rent (monthly). Let us know if you need a payment plan to get caught up.

Berth holders can pay for more than one month or request the Auto ACH debit form for payments through a checking account. We do not accept cash for any transactions.

### **2021 PARKING APPLICATIONS:**

The 2021 parking applications are available now in Harbor office as well as on website. The new applications should be returned before the end of the year 2020. In order to receive the new permit, account must show current DMV Registration or US Coast Guard Documentation and Insurance.

Please note: November 20<sup>th</sup> is the last Day to pick up 2020 hang tag

Request paper passes in advance and charge the pass to your account or pay with Debit or Credit over the phone. Paper passes can be charged by the primary berth-holder and official partners. All vehicles parked in Harbor lots should have an annual hang tag, or a paper parking pass displayed.

### **MAIL OR EMAIL INSURANCE TO EXIGIS LLC:**

Please continue to have your Insurance Agent mail and email updated insurance directly to [Hector.Feliz@Exigis.com](mailto:Hector.Feliz@Exigis.com). We can provide the mailing address to Exigis LLC for insurance updates. Exigis LLC prefers emails to expedite the process. Stop all insurance mailings to South Beach Harbor and change the mailing address to Exigis LLC.

### **WAIT LISTS ARE OPEN:**

We continue to fill empty berths from the Internal Move lists and the existing Wait Lists. All Wait Lists are open until November 30, 2020.



**REGISTERED VENDORS:**

Only registered/approved vendors can access Harbor docks and parking. Please update the business license and the business insurance to maintain the account. If anything is expired on a vendor account, all keys will be deactivated, and parking will be denied.

**AFTER-HOURS SECURITY:**

After-Hours Security Guards or the Harbor Attendants are available to answer your call 24/7 at 415.608.1951. Leave a message in the General Mailbox at 415.495.4911 ext. 1111 for maintenance issues, attention Alvin Sonza, Acting Assistant Harbormaster. Call 911 for emergencies.

Unauthorized Guests are not allowed in the secured restrooms, so please only give access to your Guests. Notify Security at 415.608.1951 regarding trespassers.

We appreciate Berth Holders & Guests because you make the difference! Please continue to wear a mask on the docks and in the Harbor while we are in the Yellow Tier of reopening San Francisco

Linda Green, Office Manager  
South Beach Harbor Pier 40  
Work Cell 415.802.9120 for  
Text Messages & Calls

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