

## FRONT STREET SHIPYARD OWNER, CREW AND SUBCONTRACTOR POLICY

POLICY FOR CONTRACTORS, OWNERS, REPRESENTATIVES, YACHT MANAGEMENT PERSONNEL, AND ANY PERSON NOT IN THE DIRECT FULL TIME EMPLOY OF THE YACHT OWNER.

Front Street Shipyard (FSS) is a business whose philosophy is to provide the highest quality custom maintenance and restoration work on fine yachts. We expect that when a customer places his yacht in our care, he is doing so because of our dedication to quality. We can only maintain that quality by doing the very work that brought the customer to FSS in the first place.

Front Street Shipyard allows owners to perform any and all work on their vessels using their own tools, with the one exception that the yard is required to paint the bottom, although the owner may supply the paint. This is due to environmental concerns. Should an owner choose to ignore this request, the boat will be assessed the appropriate amount of time it would have taken to paint and the owner will be billed that amount at our stated rates. Very special circumstances may be reviewed to allow an owner or captain to paint.

Occasionally, a customer will request a service within a time frame that we cannot meet or to perform work on a unique product where a specialist is required. In these cases we welcome the use of outside contractors and in fact we strive to develop a mutually beneficial working relationship. On the other hand, we discourage the use of outside entities that are in direct competition with our efforts to remain viable.

Any person, except an owner of the yacht on which he is working or the owner's full time captain, shall provide a copy of insurance coverage prior to doing work at FSS. Such coverage will include, at a minimum, liability in the amount of \$1,000,000 and workers' compensation in the amount of \$500,000.

Our employees are very friendly and outgoing, please do not put them in an awkward situation by asking to use shop tools and equipment. We have had too many close calls with owners, captains and subcontractors and wish to avoid a serious injury. Under no circumstances, will anyone other than FSS employees use tools or equipment owned by FSS.

Owners, contractors and crews, when doing approved work at FSS, shall:

- Sign in every day and indicate the nature of activities.
- Observe all safety precautions and policies instituted by FSS. Contractors must attend a safety indoctrination session, which is presented by FSS' safety officer.
- Not impede the progress of work being performed by FSS or interfere with FSS' work schedule.
- Not enter restricted area including private offices, stores, and shops except when accompanied by FSS staff.
- Purchase, from FSS' stores, all non-specialty materials. A courtesy discount of 10% will be applied to all purchases.
- Immediately, report injury to persons or damage to property and equipment. Alert any member of FSS staff and file a written report of the incident.
- Enter premises only during FSS' normally scheduled hours of operation.

Additionally:

- FSS may apply a 10% surcharge on subcontractor work performed.
- Day rates may apply.
- Over two-week live aboard is not permitted.
- Anyone found not adhering to FSS policy will be asked to leave the yard.

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**FRONT STREET SHIPYARD**

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