



**Due to COVID-19, many staff members are working from remote locations.**

**If submitting an application, please use [Online registration](#) (instructions can be found [here](#)) or submitting your application via email.**

**There may be delays in Applications submitted by mail or fax.**



# **CANOE RACK**

## **PROCEDURES and POLICIES**

### **RENTAL PROCESS and ASSIGNMENT OF RACKS**

**Return rentals/applications:** Renters will be able to process their canoe rack rental online or submit a paper applications (available at the Parks and Recreation office at City Hall) beginning at 9:00 a.m. November 17<sup>th</sup>. Return renters in good standing will have priority regarding 2021 rental if an online rental has been processed no later than December 18, 2020 or a 2021 Return Renter Canoe Rack Application and payment is received by Parks and Recreation staff by 4:30p.m. December 18, 2020.

Return renters have priority to rent the same rack as the previous year. If a change in racks is desired, this request should be stated during the online rental process, or on the paper application. Change requests are not guaranteed but will be processed in the order received as availability permits after the return renter deadline. If the newly requested rack is not available the applicant can choose to stay on the 2020 rack or request a cancellation (see *Refunds* below.) Return renters who miss this priority rental period must submit their application during the general rental/application period.

**General rentals/applications:** Available online and at City Hall beginning at 9:00a.m. February 9<sup>th</sup>. During the rental process online renters will be allowed to pick their rack from those that remain available to rent. Renters choosing to submit a paper application should list back up choices should their first choice not be available when their application is processed.

### **EXCHANGE OF RACKS**

Subject to approval of the Recreation Supervisor and to the recording of the reassignment in the Parks and Recreation office, rack holders are permitted to (1) exchange racks with each other; (2) replace a watercraft with a newly purchased watercraft provided the new watercraft is of suitable size for rack; and (3) in the event of a sale, change the name of the permit holder to the new owner. In the event of a transfer of the craft to a new owner, assignment of rack to the new owner will continue for the current year. Vacated racks will be reassigned by the Parks and Recreation Department. If rack holders choose to exchange racks, the request must be made in writing, by both parties, directly to Bloomington Parks and Recreation.

### **APPLICANT**

The Bloomington Parks and Recreation Department will recognize only the person whose signature appears on the Application/Agreement form as being the responsible holder of the canoe rack. At no time may this individual sub-lease or receive moneys for the use of his/her leased rack without acquiring authorization from the Recreation Supervisor.

### **RACK RENTAL PERIOD and REMOVAL OF CRAFT AT SEASON'S END**

**The canoe rack rental season is May 1, 2021 through October 31, 2021. All crafts, locks, etc. must be removed from the racks no later than October 31<sup>st</sup>, 2021.** Watercraft still on racks after October 31, 2021 may be impounded. A minimum service charge of \$50.00 will be required for property owners to reclaim their craft. Also, in order to provide protected storage space, impounded crafts owners will be charged a minimum fee of \$50.00 per month that their craft is impounded.

### **ACCEPTABLE WATERCRAFT (Type & Maximum Dimensions)**

In addition to canoes, the only other watercraft to meet the criteria for use of racks are sailboards, SUP or kayaks. **No watercraft may exceed the following dimensions: 20 feet in length, 36 inches in width and 20 inches in depth.**

### **STATE LICENSE**

All watercraft used in the City of Bloomington must be licensed by the State of Minnesota, in accordance with provisions of the Bloomington City Code, article III, Section 5.21 (7)(D). Applicable exception to this law would be non-motorized watercraft 10 feet in length or less. For registration information call the Minnesota Department of Natural Resources at 651-296-2316.

### **SECURING OF CRAFT**

**It is mandatory that your craft be secured by your own device to the assigned rack at BOTH the front and the rear.** This is to prevent the possibility of the watercraft coming loose during high winds. When this occurs, damage to other watercraft could be considered the liability of the rack holder who failed to have his/her watercraft properly secured. Each watercraft must sit securely on its assigned rack. No craft should be touching/resting on the ground.

### **REVOCAION OF PERMIT**

Permits for the current year may be revoked in cases where the rack remains unused without sufficient cause by the permit holder for any consecutive 4-week period or in a case where the permit holder has been advised that the watercraft is not appropriately secured to rack and permit holder does not make the required corrections.

### **REFUNDS**

The rental fee may be refunded (less a \$10.00 administrative fee) if requested in writing and received prior to April 24, 2021.

### **SUBSEQUENT RENTALS**

Canoe rack rentals will not be ongoing from season to season. All applicants must reapply each year.



# **CANOE RACK** **RENTAL AGREEMENT**

I hereby certify that I am the registered owner of the craft described on my application and that the address shown is my legal address.

I hereby agree that all persons using this craft will obey all rules and regulations of the Parks and Recreation Division, City Ordinances and State Laws pertaining to watercraft use.

It is expressly agreed that if the above statement is shown to be false; or if any rules or regulations of the Parks and Recreation Department, City Ordinances or State Laws are violated by the craft owner, or persons using the craft, the City of Bloomington is authorized to remove the craft from the lake. In case of such removal, I agree to pay the City of Bloomington the cost of the removal including storage costs incurred. The City of Bloomington may retain possession of the craft until costs are paid in full.

I have read, and agree to abide by, the City of Bloomington's Canoe Rack Procedures and Policies (printed on the reverse side of this page).

I agree to remove my watercraft from its rack no later than October 31, 2021. I understand that if my craft is not removed by the above date it may be impounded with a minimum service fee of \$50.00 required to reclaim the watercraft.

I agree to assume all risks including but not limited to theft, vandalism or other incident to or in connection with the rental and use of the canoe rack and shall be solely responsible for all risks, accidents or injuries of any kind.

I further agree to indemnify and hold harmless the City, its officers and employees from and against all claims, damages, losses and expenses resulting from the rental and use of the canoe rack according to this agreement.

IT IS FURTHER UNDERSTOOD AND AGREED that if the permit is revoked for any of the above reasons the permit fee will not be refunded.

***Applicant's signature on the Canoe Rack Application or applicable box checked when renting online acknowledges receipt and agreement to the policies contained within this Canoe Rack Rental Agreement.***



For office use only:  
Date Received \_\_\_\_\_  
Rack #(s) assigned \_\_\_\_\_

# RETURN RENTER Canoe Rack Rental Application

**(Must be received by the Parks & Recreation office by 4:30PM December 18, 2020)**

### Applicant Information

Last Name\* \_\_\_\_\_ First Name\* \_\_\_\_\_  
 Address\* \_\_\_\_\_ City\* \_\_\_\_\_ Zip Code\* \_\_\_\_\_  
 Home Phone #\* \_\_\_\_\_ Alternate Phone # (Work/Cell) \_\_\_\_\_  
 E-mail address \_\_\_\_\_

Supplying e-mail address will provide you with important updates (i.e. extension of season due to good weather and 2021 application info) Please make certain to adjust your spam settings to allow emails from [parksrec@BloomingtonMN.gov](mailto:parksrec@BloomingtonMN.gov).

### Canoe/Kayak and Rack Information

Canoe  Kayak  Other \_\_\_\_\_ Length (20 ft max) \_\_\_\_\_ Color \_\_\_\_\_  
 MN Watercraft expiration year\*\* \_\_\_\_\_ Manufacturer \* \_\_\_\_\_

I am requesting the same rack as I rented in 2020  
 I am requesting a different rack –I would like rack #(s) \_\_\_\_\_. If this rack is not available, please assign a rack keeping in mind I prefer (please rank in order of preference or indicate **NO if not acceptable**)  upper  middle  lower  close to path  close to lake  accessible rack  
*I understand: Additional paperwork is required to qualify for an accessible rack; When I turn in this application I will be assigned my 2020 rack; Transfers will not be processed until after the return renter priority deadline has passed; Transfers will be processed as availability permits; If I request but am unable to move to a different rack I may request a cancellation of my rack rental prior to **April 24, 2021** and a \$10 cancellation fee will apply.*

### Additional Kayak Information (if one rack is to be used for 2 kayaks)

Canoe  Kayak  Other \_\_\_\_\_ Length (20 ft max) \_\_\_\_\_ Color \_\_\_\_\_  
 MN Watercraft expiration year\*\* \_\_\_\_\_ Manufacturer \* \_\_\_\_\_

**I have read and agree to abide by the *Canoe Rack Rental Agreement* and the *Canoe Rack Procedures and Policies***

Applicant Signature \*

Date (valid if received by 4:30PM Dec 18, 2020)

### Payment Information

**ENCLOSE \$85 with completed and signed application**

Check (to City of Bloomington)  Cash  Visa  MasterCard  Discover  Am Ex  
 Name on credit card \_\_\_\_\_  
 Signature \_\_\_\_\_ Amount Authorized \_\_\_\_\_  
 Credit card # \_\_\_\_\_ Exp Date: \_\_\_\_\_ Security code: \_\_\_\_\_

\*required information  
\*\* required for watercraft over 10' in length