

# PONTOON RENTALS CHECKLIST

BOAT # \_\_\_\_\_ DATE OUT \_\_\_\_\_ DATE BACK \_\_\_\_\_

- ☐ Do the checklist with the driver and signer of the Rental Agreement
- ☐ Photo copy drivers license and credit card for deposit
- ☐ Collect cash or check/ give copy of Rental Agreement
- ☐ Start engine and check fuel
- ☐ Clean carpet
- ☐ Garbage
- ☐ Cover is stowed or attached to the canopy
- ☐ Seats are wiped down/ check for any tears or cigarette burns
- ☐ Have the rest of the group load their gear
- ☐ Gas charge upon return \$ \_\_\_\_\_ per gallon
- ☐ Fuel at start     Tank Level on delivery \_\_\_\_\_ Upon return \_\_\_\_\_
- ☐ Remind customer to leave CASH for gas.    Cash amount left \$ \_\_\_\_\_
- ☐ Go over map of the Minocqua chain and give driver laminated navigational map
- ☐ Go over control lever and starting/ neutral, forward and reverse, tilt
- ☐ Go over rpms / slow no wake(2000rpm) and maximum (5000rpm)
- ☐ Take it easy in Reverse/ max 3000rpm
- ☐ Always Clear Prop before backing up or going forward
- ☐ Check for Logs, Dogs and Rocks
- ☐ Check Coolant Stream
- ☐ Always show the condition of prop to the driver/PICTURE
- ☐ Go over life jackets, fire extinguisher and paddle
- ☐ First aid kit/anchors/inventory items
- ☐ No towing anything
- ☐ 200 foot rule
- ☐ No over loading boat/Keep boat balanced/10 people max
- ☐ No Smoking/No pets
- ☐ Dock parking
- ☐ Check for angle of wind and other boats
- ☐ Lastly go over operation of canopy or swim ladder



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715.892.7777

Inventory: # of		
Out		In
_____	Life jackets	_____
_____	Anchors	_____
_____	Bumpers	_____
_____	Dock Lines	_____
_____	Paddles	_____
_____	Map	_____
Damage upon return:		
_____		
_____		

Condition of Prop \_\_\_\_\_

Condition of Skeg \_\_\_\_\_

Checked out by: \_\_\_\_\_  
*Dock crew initials*

Checked in by: \_\_\_\_\_  
*Dock crew initials*

☐ All Fees and Admin complete \_\_\_\_\_  
*office staff initials*

Customer Name \_\_\_\_\_  
Print Sign Date