

Required Supporting Documents

In an effort to ensure our community facilities are properly used, and to protect the interests of our residents, HSIA requires specific documents be provided in order to obtain HSIA membership and/or a slip in our marina or a spot in our Boat Park. Please submit a photocopy of the required supporting documents with your membership application. To protect your privacy, you may black out personal information - refer to the table below to determine the information that must be left visible. Please note that forms submitted without required documentation will result in a delay in processing. Be sure to include all required documentation to avoid delays in processing.

Document	Required By	Explanation
Driver's License or other proof of residency.	Renters and/or anyone NOT listed on the property tax records. Driver's License is NOT required for property owners.	Full name and address must be readable. Any resident over 18 or any property owner is eligible to join HSIA. We verify property owners with the current property tax records. Renters and/or anyone else not listed on the property tax records are required to provide proof of address to obtain HSIA membership.
Vehicle Registration	Any individual requesting a Hillsmere Shores automobile decal/sticker.	Tag number, make/model, expiration date, name, and address must be readable. A copy of the current vehicle registration is required for EACH VEHICLE for which you are requesting a decal/sticker.
Trailer Registration	Any individual utilizing the Boat Park, requesting a Boat Ramp key and/or trailer decal/sticker. <i>NOTE: All trailers using the Boat Ramp are required to have current HSIA decals/stickers.</i>	Tag number, name, and address must be readable. A copy of the current trailer registration is required for EACH TRAILER for which you are requesting a decal/sticker. <u>Maryland law requires all boat trailers be registered.</u> HSIA will not issue a decal/sticker for any non-registered trailers.
USCG Documentation or MD Boat Registration; AND Boat Title (unless already on file); AND Boat Slip Permit (slips only)	Anyone receiving a slip in the Marina. Anyone with a boat in the Boat Park must also submit these documents, except the Boat Slip Permit.	A copy of the boat's title and (1) the current USCG documentation -or- (2) the current MD boat registration (if not USCG documented) is required for any boat receiving a slip in the Marina and/or a spot in the Boat Park. All owners must be listed. See the Marina Rules for percent ownership requirements. A Boat Slip Permit must be completed and submitted for slips only
HSIA Boat Ownership Form (Vessel Ownership Affidavit)	Anyone receiving a slip for a boat that has multiple owners.	This document describes the percentage ownership of each owner of a boat receiving a slip in the Marina. This document must be signed by each owner of the boat. All signatures must be notarized.
Boat Insurance Policy Declarations Page	Anyone receiving a slip in the marina.	A copy of the current boat insurance policy declarations page is required for any boat in the Marina. See the Marina Rules for the required coverage and limits of liability.

HSIA does not release any information provided with the membership application or supporting documents to any third party. All reasonable efforts are made to protect the information submitted. If you have any questions or concerns about providing the required information and documentation, please contact HSIA, 410-263-4456 (24-hour voice mailbox).