

## PADDLE BOAT/CANOE/KAYAK CHECKLIST

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_ **Boat Serial #:** \_\_\_\_\_

**Employee(s):** \_\_\_\_\_

- No cracks/holes
- No sharp points
- No debris/trash
- Clean as needed
- Seating is secure
- No standing water in boat
- Oars/paddles in good condition
- Moving parts (if any e.g. paddle boat pedals) working properly
- Coast Guard approved life jackets available/good and serviceable
- First Aid Kit provided (if necessary)
- Helmets/other gear provided (if necessary)
- Launch/dock/take out area in good condition
- Local weather forecast appropriate for boating
- Maintenance logs kept/updated as necessary whenever repairs/complaints are made

*Disclaimer: The preceding sample checklist is provided as an example for informational purposes. We recommend you look over the checklist as you may need to add or delete items or the time frames depending on your operation and usage. Evergreen makes no charge of being experts in any field other than insurance. These documents are provided for informational purposes and we advise that you check with local, state or federal authorities regarding codes or ordinances in your area.*