Launch

Pulling off to the side to prepare your vessel before launch exhibits ramp courtesy. Prepare your boat before you get on the ramp.

Remove the cover and disconnect all tie-downs including the Transom straps

Install the drain plug.

Disconnect your trailer plug from the vehicle to avoid fouling a fuse

Ask everyone if they need to use the bathroom! Everyone out of the vehicle.

Lower the windows and remove your seat belt so you can get out if the vehicle ends up in the water.

Make sure the ramp is clear and begin backing the trailer (pull back up to correct if the trailer jack-knifes)

At the waters edge stop, put the vehicle in park, set the brake/wheel chocks

Remove the winch safety strap from the bow eye and begin to let your boat slide off the trailer.

If possible have someone on the launch dock hold a leader to bring the boat to the dock.

Crank in or clip your winch line to the trailer and go park your vehicle

Retrieval

Prepare your boat as you journey back to the ramp area.

Get to the ramp area and exit the boat and get the vehicle.

Leave all the items you packed in the boat.

Someone should stay with the boat as it may need to be moved for others to Launch or Retrieve their boat.

Slowly back the trailer into the water. The least amount of trailer in the water the better but enough to load the boat

Center the bow on the trailer and hook up the winch.

Crank the boat onto the trailer

Secure enough tie-downs to stabilize the boat

Remove the drain plug

Exit the ramp area to the parking lot. No one should be in the boat as you drive up the ramp

Remove everything you loaded

Finish and double check all tie-downs and that the Transom straps are firmly secured.

Reconnect the safety chain to the bow eye

CLEAN, DRAIN, and DRY your boat and inspect for invasive species such as plants, and wildlife species.