

How to Engage With Staff/Services Remotely

Staff are working a hybrid schedule and happy to help. Please call 509-586-1186.

The office is open Tuesdays and Thursdays from 9 a.m. to Noon and 1 to 4 p.m.

We also offer the following alternatives to in-person business Monday to Friday from 8 a.m. to 5 p.m.:

- **Pay bills by mail:** 350 Clover Island Drive, Suite 200, Kennewick, WA 99336
- **24-hour drop box:** A payment drop box is a part of the port's office building at 350 Clover Island Drive. The box is on the southwest (Marina) side of the port's office building, just west of the entrance to Ice Harbor Brewing at the Marina.
- **Make automatic payments:** You can work with your bank to make automatic payments directly to the port.
- **Marina slips:** Marina-related paperwork (leases, transfers, billing, insurance, haul-outs, etc.) can be managed via email, postal mail, or by appointment.
- **Invoicing/billing questions/meetings:** Please call 509-586-1186 for assistance. Often, staff can email, file-transfer documents, arrange an online or phone conference, or find an easy alternative to an in-person visit.

