



### How do you apply?

To apply for a mooring site licence under Regulation 20 of the *Rottnest Island Regulations 1988* ("the Regulations") complete the current waiting list application form. Return it to our office with the administration fee and a full copy of the vessel's current registration papers from the WA Department of Transport.

To assist you in complying with the Regulations, the main requirements relating to applications and mooring site licences are summarised in this information sheet, the waiting list application form and the current Terms and Conditions. A copy of both the Act and the Regulations can be viewed at our offices during office hours, or on our website. If you have any queries in relation to this application or the Terms and Conditions, please contact our office.

### Who may apply?

Under Regulation 20(3)(b), to apply for a mooring site licence you must be an individual whose:

- principal place of residence is within Western Australia;
- name appears on the electoral roll as an elector under the *Electoral Act 1907*;
- name is on the certificate of registration of the vessel nominated in this application as the owner of that vessel, or who produces evidence of ownership to satisfy the Rottnest Island Authority (RIA)
- is the owner of at least 25% of the net worth of the vessel nominated in the application;
- does not already have an application recorded on the waiting list; and
- does not have another mooring site licence.

### What type of vessel can be nominated?

Under Regulation 19 and 20(3)(d), the vessel nominated in your application must:

- not be nominated in any other application or be a licensed vessel or an additional vessel for any other mooring site licence;
- have a registered length of at least 6.4 metres; and
- be a sailing vessel or have its own form of self propulsion capable of achieving a speed of 5 knots;
- have a Hull Identification Number (HIN) at time of mooring licence allocation.

You can only nominate one vessel as your nominated vessel. However, after you have been granted a mooring site licence, you may apply to have other vessels owned by you registered to the site under Regulation 27 as additional vessels. Where you are joint owner of the vessel nominated the waiting list application, you must own at least 25% of the net worth of that vessel.

### What happens if your vessel or contact details change?

Under Regulation 20(7), if any of your personal contact details or vessel details contained in your application change you must advise the RIA in writing.

Should you sell your vessel you must advise the RIA in writing as soon as practicable and you have 6 months from the date of the vessel transfer to lodge required suitable new vessel details with the RIA to retain your waitlist application. This also applies once you become a mooring site licensee.

### Nominated bay

Under Regulation 20(3) (e) you must nominate one preferred mooring area only. Please choose your preference carefully as it **cannot** be changed once your application has been registered.

### Annual renewal - waiting list confirmation

The RIA will send you an annual confirmation of your current waiting list position in June each year. You are required to complete the applicable details, sign the form and return it to our office within the specified timeframe to maintain your waiting list application. Should your annual confirmation not be received by RIA by the due date, your waitlist application will be cancelled.

### Mooring site licence Terms and Conditions

A mooring site licence is offered to you under the RIA standard mooring site licence Terms and Conditions. If you choose to accept the mooring site offered to you, you will be bound by these Terms and Conditions and the Act and the RIA Regulations. All renewals of a mooring site licence will be on the Terms and Conditions current at the time.

Current Terms and Conditions are available on request and also are listed on our website [www.rottnestisland.com](http://www.rottnestisland.com). Please make sure that you carefully read and understand them.

### **How your application be dealt with**

Mooring site licences are allocated under Regulation 22. Once your application has been processed, you will be placed on the waiting list for a mooring site licence in your preferred mooring area. The waiting list is arranged in order of priority by date and time of application.

You may contact our office at any time to confirm your current position of your application on the waiting list for your selected bay. A copy of the waiting list is also available for inspection during office hours.

When an appropriate mooring site becomes available (determined by reference to swing room, depth and the specifications of your nominated vessel) a mooring site licence will be offered to you. The offer will be sent to the contact address contained in your application form. The Authority will provide you with the contact details of the relinquishing licensee to allow you to negotiate the purchase of the existing mooring apparatus on that site. You are not obliged to purchase the apparatus and instead you may wish to install a new mooring. However, the mooring allocation cannot be finalised until disposal of apparatus is settled in writing from both parties.

New mooring site licence offers are open for 14 days. If for whatever reason you do not accept the offer within this time, the mooring site licence will be offered to an alternative waitlisted applicant. If you do not respond or decline the offer of a suitable mooring, your name will be removed from the waiting list. You may reapply at any time however you will not maintain your original position. If you accept the offer, you will need to provide documentation including a copy of the current registration and insurance papers for your nominated vessel/s. An adhesive sticker for the licensed vessel will be sent to you on completion of licence requirements. The mooring site licence will be conditional upon you providing a current mooring inspection report to us within 28 days of the offer. You and the RIA may also allocate authorised users under the Shared Mooring System to use the site under Regulation 31.

### **Maintenance of the mooring apparatus**

It is important to note that under our Regulations, the maintenance of the mooring to specifications set by us will be your responsibility and at your cost once you are allocated a mooring licence. You will be required to submit a mooring inspection report from a mooring contractor every 12 months, certifying that the mooring is safe and suitable for the vessels registered to the site at all times.

In keeping with our commitment to the valuable seagrass beds found in the Rottnest Island Reserve, all mooring apparatus will have to be of an environmentally friendly and low-impact design specified by us. You will be responsible for maintaining the mooring apparatus at your cost to meet the current RIA specifications.

You will note that under the Regulations, the mooring is entirely your responsibility and you will be responsible for maintaining the apparatus, and for any damage that occurs whilst anyone is using the mooring. These requirements allow us to continue to provide members of the public with access to moorings sites within the Rottnest Island Reserve.

### **The Rottnest Island Regulations**

Whilst you are within the Rottnest Island Reserve, you will also be bound by the *Rottnest Island Act 1987* ("the Act") and the Rottnest Island Regulations 1988 and amendments. The Regulations contain requirements relating to applications and mooring site licences, and the terms that are referred to in this application and in our standard Terms and Conditions are defined in the RIA Regulations.

Marine Administration

Rottnest Island Authority

P O Box 693 FREMANTLE WA 6959

Ph: 9432 9111; Fax: 9432 9301; [moorings@rottnestisland.com](mailto:moorings@rottnestisland.com); [www.rottnestisland.com](http://www.rottnestisland.com)



This is the application form to be placed on a waiting list for a Rottnest Island Mooring Site Licence. Ensure **all** sections are completed in full before forwarding to the Rottnest Island Authority and attach a copy of your nominated vessel's DoT registration certificate and the application fee (section F). If you require any further advice please contact out Marine Administration office on 9432 9111.

Upon approval and processing of your application, your name will be placed on the waiting list for the nominated bay below and you will be sent confirmation of your application and current position. You can confirm your current position on the waiting list at any time by contacting our office, and you will also be sent an annual renewal confirmation in June each year, which must be completed and returned to our office to retain your waiting list application.

**SECTION A – NOMINATION OF PREFERRED MOORING AREA**

By making this application, you understand that if the RIA makes an offer of a mooring site, it will do so on the basis of the information provided in your application, and you will be bound by the Rottnest Island Act 1987, the Rottnest Island Regulations 1988 and the RIA Terms and Conditions applicable to mooring site licences.

There are eight mooring areas available. Please **choose only ONE mooring area**. Preference **cannot** be changed without losing your original application date.

I hereby apply to be placed on the waiting list to be offered a mooring site licence within the mooring area below:

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Catherine Bay           | <input type="checkbox"/> Geordie Bay  |
| <input type="checkbox"/> Longreach Bay           | <input type="checkbox"/> Marjorie Bay |
| <input type="checkbox"/> Narrow Neck (Rocky Bay) | <input type="checkbox"/> Porpoise Bay |
| <input type="checkbox"/> Stark Bay               | <input type="checkbox"/> Thomson Bay  |

**SECTION B - DETAILS OF APPLICANT**

**Full name of applicant** (applications can only be in one individuals name and are not transferable)

\_\_\_\_\_ **Date of Birth** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I am currently registered on the **WA Electoral Roll** in the **ELECTORATE** area of: \_\_\_\_\_  
(you must be listed to be eligible to apply for a mooring site licence)

**Residential address** \_\_\_\_\_

(applicants principal place of residence must be in the WA to be eligible for a Rottnest mooring site licence)

\_\_\_\_\_ **Postcode** \_\_\_\_\_

**Postal address** \_\_\_\_\_

(leave blank if same as Residential address)

\_\_\_\_\_ **Postcode** \_\_\_\_\_

Phone: Home \_\_\_\_\_ mobile \_\_\_\_\_

Work \_\_\_\_\_ e-mail or facsimile \_\_\_\_\_

Register your details online if you wish to subscribe to our RIA email newsletters

**PERSON TO BE CONTACTED IN EVENT OF EMERGENCY**

Name: \_\_\_\_\_ Relationship to applicant \_\_\_\_\_

(co-owner of nominated vessel is preferable, as appropriate)

Phone: mobile \_\_\_\_\_ Home/Work \_\_\_\_\_



**SECTION C - DETAILS OF YOUR NOMINATED VESSEL**

**REGISTRATION DETAILS**

a copy of the current DoT REGISTRATION PAPERS showing vessel length & listing all owners is attached

Name of vessel \_\_\_\_\_ Registration number of vessel \_\_\_\_\_

Registered owner(s) of vessel \_\_\_\_\_

(The applicant must be named on the DoT registration certificate and own at least 25% of the net worth of the vessel. If the vessel is registered in a company name, the applicant must provide documentation satisfactory to the RIA of the association between the applicant and the company).

Percentage of applicant's interest in the net worth of the vessel \_\_\_\_\_

(The waitlist applicant must be the owner of at least 25% of the net worth of the nominated vessel)

Permanent or usual place of berthing/mooring of vessel \_\_\_\_\_

(ie Home garaging, Marina, name of Yacht or Boat Club) (address)

**VESSEL DESCRIPTION**

Length of vessel (metres) \_\_\_\_\_

(as it appears on DoT certificate of registration and must be a minimum length of 6.4m)

Overall length of vessel (metres) \_\_\_\_\_

(Registered length in metres plus bowsprit, marlin board etc.)

Displacement tonnage (if known) \_\_\_\_\_ Draft (in metres) \_\_\_\_\_

Vessel type (Yacht / Cabin Cruiser / tender, other) \_\_\_\_\_

**INSURANCE REQUIREMENTS:**

Be aware that under RIA Regulations a person shall not bring or allow a vessel to remain within the limits of the Island unless the vessel has adequate insurance cover. Required cover for vessels of registered length:

- 6.4 metres and greater, \$10 million Third party Legal Liability, or;
- less than 6.4 metres length, \$5 million Third Party Legal Liability insurance cover.

**SECTION D - DECLARATION BY APPLICANT**

I (print name) \_\_\_\_\_ declare

that the information provided by me in this application is true to the best of my knowledge. I have read the Terms and Conditions and agree to be bound by them, the Rottnest Island Authority Act 1987 and by the Rottnest Island Regulations 1988.

- I understand that I must notify the RIA of any changes to any of the details I have provided in this application in writing.
- Where I am a joint owner of the vessel nominated to my waiting list application, I confirm that I own at least 25% of the net worth of that vessel.
- I agree that my personal and contact information will only be used for the purpose stated on the renewal or application form. Except where provided by law, my personal information will not be provided to any other agency, but may be used internally by the RIA for the purpose of market surveys to evaluate the delivery of RIA services.
- I also understand that under Rottnest Island Regulation 74A, a person must not provide information to the RIA, or authorise or permit provision to the RIA of information, that the person knows (a) to be false or misleading in a material manner; or (b) has omitted from it a matter or thing the omission of which renders the information misleading in a material respect.

**Signature of APPLICANT** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

(must be signed by applicant, no proxies can be accepted)

**Signed in the presence of:** \_\_\_\_\_

(print name)

(signature of witness)

**Address of witness:** \_\_\_\_\_



**SECTION E - CHECKLIST**

A full copy of the current Department of Transport registration papers is enclosed for the vessel nominated in Section C confirming the registered length and the applicants name as an owner.

Please retain a copy of this completed Waitlist Application form for your records.

Return to: Rottnest Island Authority, Marine Administration, PO Box 693, FREMANTLE, WA, 6959

**SECTION F - PAYMENT DETAILS**

I enclose a payment of: \$53.50 (non-refundable application fee)

Form of payment:  Cheque - made payable to 'Rottnest Island Authority'

Credit Card - Visa or MasterCard only

Cardholder name: \_\_\_\_\_  
(as appears on credit card)

Card number: \_\_\_\_\_ expiry date: \_\_\_\_\_ / \_\_\_\_\_

Cardholders authorising signature: \_\_\_\_\_

**OFFICE USE ONLY- MARINE ADMINISTRATION**

Payment received in RIMMS:  Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Application in RIMMS  Date \_\_\_\_/\_\_\_\_/\_\_\_\_ PI Number \_\_\_\_\_

Confirmation forwarded:  Date \_\_\_\_/\_\_\_\_/\_\_\_\_ by: \_\_\_\_\_