



**EMU POINT BOAT PEN APPLICATION FORM**

**Vessel: Owner / Company Details**

Owner Name:..... Mobile:.....  
 Company Name ..... ABN / ACN: .....  
 Address:..... State:..... Post Code: .....  
 Postal Address: ..... State:..... Post Code:.....  
 Telephone:..... Email:.....  
 Skippers Name:..... Mobile:.....  
 Emergency Contact: ..... Emergency Name:.....

**Vessel Details**

Recreational  (Commercial)   
 HIN / Registration No:..... Vessel Name:..... Reg Length: .....m  
 Length Overall (metres): ..... Beam:.....Draft:.....Type of Vessel: Power/Sail Mono-hull/Multihull  
 Bowsprit  Outboard Motor  Swim Platform  Hull Material:..... Date of Manufacture:.....

**Compliance and Insurance Details**

Insurance Broker / Company: ..... Public Liability for \$10 Million   
 Policy Number: ..... Expiry Date: ...../...../..... Policy or Certificate of Currency supplied   
 Electrical Certificate (for vessels over 50 Volts): Not Applicable or  Certificate Number: .....Exp: ...../...../.....  
 Gas Certificate (for installed on-board gas): Not Applicable or  Certificate Number: .....Exp: ...../...../.....  
 Supply Lead Inspection Date:...../...../..... Copies Provided: Electrical  Gas  Supply Lead Tag Photo   
 Copy of current vessel registration supplied

**Vessel Accommodation**

Pen Number ..... Pen Length .....

**Intended Term of Stay**

12 months  6 months  
 \_\_\_\_month(s)

**Dates of Stay**

**From:** Date: .....  
**To:** Date: .....

**Invoice Frequency**

Annual   
 6 Monthly   
 Monthly

**Terms & Conditions**

City of Albany Payment Terms are Strictly 30 days from the invoice date. If payment terms are not met, credit facilities will cease, and Legal Action will commence immediately. You will be then liable for any legal costs incurred due to the non-compliance of our terms and conditions. Accounts over 35 days will incur a 11% interest charge. Dishonoured cheques will incur a processing fee.

I acknowledge by signing this pen application that I have received all relevant documents and will comply with the terms, conditions and policies contained within these documents throughout the initial and any extended term.

**Declaration**

By Signing Below: I wish to apply for Credit with the City of Albany. The information in this application is true & complete. I agree to comply with the City of Albany Terms & Conditions, including legal costs incurred due to non-compliance of Terms & Conditions.

Name: ..... Driver Licence (MDL) Number:.....  
 Signature:.....Date:...../...../.....

**Copies supplied to boat owner:**

- Jetties, Bridges & Boat Pens Local Law
- Emu Point Boat Pen Information Pack

**Office Use Only**

Application Approved Yes / No    Debtor No:.....    Officer Name:.....    Date:.....

Pen No Allocated:.....    Pen Size:.....

Maximum of two (2) access cards.    Card(s) Number:.....

Additional access cards or replacement access cards \$20

City of Albany Contact Details:

Property Officer

102 North Road, Albany WA 6330

PO Box 484, ALBANY WA 6331

Phone: (08) 6820 3000

Email: [customer.services@albany.wa.gov.au](mailto:customer.services@albany.wa.gov.au)

Website: [www.albany.wa.gov.au](http://www.albany.wa.gov.au)

**Pen Hire Checklist**

- Completed Application Form
- Copy of your current insurance policy which includes \$10,000,000 (10 million) Third Party Public Liability
- Current vessel registration
- Evidence of Tag & Testing for power leads
- Payment of vessel pen fees