



How to complete this interactive form:

1. On your computer or mobile device, complete every field with the required information.
2. Sign the authorised user declaration electronically.*
3. Click 'email' on the bottom of the laſt page - a new email message will be created with your completed application form attached.
4. Attach to the email:

Your current certificate of registration on which you are named as a registered owner.

What we need to ſee on your registration paperwork:

- The veſſel's registration number
- The registered length
- Your name liſted as a registered owner of the veſſel
- The expiry date of the veſſel's registration (muſt be current at time of application)

(A ſcreenshot of the DoTDirect online account ſhowing all of the above information is ſatisfactory.)

Your certificate of insurance ſhowing that your nominated veſſel has adequate insurance cover.

What we need to ſee on your insurance paperwork:

- The veſſel's registration and/or the H.I.N.
- The public liability amount
- The period of cover (muſt be current at time of application)

5. Click ſend to ſubmit your application.

* Electronic ſignatures will only be accepted if they are a digitiſed version of your wet ſignature, and can be verified and matched againſt our records.

If you do not have an electronic ſignature, or the software neceſſary to complete your application on your mobile device or computer, you can print your application and complete and ſign by hand. Scan your application and email together with the required veſſel paperwork to moorings@rotnneſtisland.com.

Please allow up to 10 business days for your application to be processed.

Entry to the Reſerve, uſe of the Shared Mooring System (SMS), and mooring your veſſel to your own mooring ſite is not valid until the RIA iſſued ſticker is clearly diſplayed on the port ſide of your veſſel. *Penalties apply.*

Who should complete this application

Mooring site licensees who wish to register a new *additional vessel*, owned by them, to their own mooring site.

If you are a mooring site licensee and wish to substitute a vessel currently registered to your mooring site licence, please complete instead an Application to Substitute a Vessel. Please also refer to our website for tender and additional vessel use, at www.rottnestisland.com.

Definitions used in this application

"licensed vessel" - a vessel is a *licensed vessel* in relation to a mooring site if it is recored in the register, and on the mooring site, as the *licensed vessel* for that mooring site. Your *licensed vessel* will be the vessel with the longest registered length (owned by you) currently registered to your mooring site. Mooring site licence fees are determined by the registered length of *licensed vessel* in relation to your mooring site. The annual admission payment must also be paid for your *licensed vessel*.

"additional vessel" - a vessel is an additional vessel in relation to a mooring site if it is recored in the register as being an *additional vessel* in respect of that mooring site. Any vessel (owned by you) registered to your mooring site with a registered length less than your *licensed vessel* is recorded as an *additional vessel* in respect to your mooring site. Only the annual admission payment is required to be paid to register an *additional vessel* to your mooring site.

"tender" - a vessel is considered a *tender* when it has a length less than 3.75m.

Only vessels considered a *tender* by this definition are permitted in the designated tender only zones.

Admission fees do not apply for *tenders*. To have a *tender* owned by you recorded in the register under your mooring site licence, email a copy of the DoT registration certificate (for registrable vessels 3.10m or above) to RIA Marine Administration at moorings@rottnestisland.com.

Fees and payment

Annual Admission:

The annual admission payment is required to register your *additional vessel* to your mooring site.

Annual admission fees are calculated by the registered length of the vessel, as detailed on the registration certificate issued by the Department of Transport.

Annual admission fees for the current season are:

\$264.50 - Vessels up to and including 8.0m

\$302.00 - Vessels greater than 8.0m but less than 10.0m

\$362.50 - Vessels 10.0m or greater but less than 15.0m

\$603.50 - Vessels 15.0m or greater

Mooring Site Licence:

If your new vessel has a registered length larger than the *licensed vessel* currently registered to your mooring site, additional mooring site licence fees may be applicable.

Mooring site licence fees for the current season are:

\$1,085.00 - vessels 10.0m or less

\$108.50 x registered length - vessels over 10.0m

Reductions may apply for applications received after 1st April. For more information about pro-rata fees, please visit our website at www.rottnestisland.com.

A secure BPoint payment link will be emailed to the address we have for you on file. The link will be valid for 14 days.

Once payment has been received your red mooring site licence sticker will be **posted** shortly thereafter.

Please allow up to 10 business days for your application to be processed.

Entry to the Reserve, use of the Shared Mooring System (SMS), and mooring your vessel to your own mooring site is not valid until the RIA issued sticker is clearly displayed the port side of your vessel. *Penalties apply.*

This application is for MOORING SITE LICENSEES applying to register a new *additional vessel* to their mooring site licence.
 Upon payment and issue of a red mooring site licence sticker your vessel will be registered to occupy your own mooring site, and casual access of the Shared Mooring System (SMS), inclusive of vessel admission fees.

Mooring site licensee's details

First name	Last name	Mooring site
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This application must be completed and signed by the licensee only, and can not be made by a co-owner or any other person.

Additional vessel details

The mooring site licensee is listed as registered owner of the vessel, and is named on the certificate of registration attached.
 The nominated vessel is not currently associated with any other RIA application in a co-owner's name.

Additional vessel specifications, ownership, and registration details

Is the vessel registered in the name of a company?

No **Yes:** *Attach proof of association between the applicant and the company, e.g. ASIC Company Extract.*

Name of vessel (or 'no name')		Vessel registration	Vessel type	
Registered length m	Overall length m	Displacement tonnage t	Draft m	
Names of all registered owners (if applicable)			Your percentage of interest in the net worth of the vessel %	

• registration number • registered length • registration expiry date • names of all registered owners, including yourself

Additional vessel insurance details

All vessels entering the Rottneest Reserve must have adequate insurance cover, as below:

- \$5 million Third Party Legal Liability insurance cover - required for vessels of length less than 6.4 metres.
- \$10 million or above Third Party Legal Liability insurance cover - required for vessels of length 6.4 metres and greater.

Name of insurer	Insurance policy expiry date / /	Public liability amount \$ M
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Attach a current copy of the insurance certificate, showing:

- vessel registration number and/or H.I.N. • policy expiry date • public liability amount

Declaration by mooring site licensee

- As the applicant I declare that the information provided by me in this application is true to the best of my knowledge.
- I understand that under Rottneest Island Authority (RIA) 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.
- I will ensure that the RIA adhesive sticker provided is clearly displayed on my vessel at all times whilst within the limits of the Rottneest Reserve.
- I understand that vessel stickers remain the property of the RIA and must be surrendered upon request, or upon the sale or disposal of my vessel. I must notify the RIA in writing as soon as I sell or dispose of the vessel nominated in this application. Any refunds or credits I may be eligible for upon the sale or removal of my vessel from the register are only applicable upon receipt of all associated vessel stickers by RIA.
- I agree to be bound by the _____ the _____ and _____ which are all available from the RIA website.
- I will notify the RIA of any changes to the details I have provided in this application.

Mooring site licensee's SIGNATURE 	Date / /
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Submit your application

Incomplete, incorrect, or partial applications can not be processed and will be returned for resubmission.

moorings@rotnneestisland.com

Office use	PI	<input type="checkbox"/> Check vsl Rego-Current?	<input type="checkbox"/> Check vsl length < MVL	<input type="checkbox"/> Check vsl length > NVL = CN
Vessel added on	By	Invoice & Bpoint on	Received on	
Sticker issued on	By	21	Col	

