



# New Boat Registration Form

OFFICE USE ONLY				

### What is required

To register a new boat the Department requires the applicant must provide:

- the **pink Hull Identification Number (HIN) Certificate** (*photocopies will not be accepted*);
- **proof of acquisition** being a copy of a bill of sale on letterhead, or consignment note (*no hand written receipt*) for the purchase of the vessel which will be retained by the Department; **or**  
a **statutory declaration** signed by both yourself and a Justice of the Peace or Authorised Witness stating your name, address and the reason why the required documents cannot be produced; and
- **proof of identity (POI) documents** (see below for details).

**Australian Builders Plate (ABP).** For Information on the ABP please refer to our website: [www.transport.wa.gov.au/imarine/19095.asp](http://www.transport.wa.gov.au/imarine/19095.asp)

### Proof of Identity (POI)

If you intend to submit this form in person you must provide POI documents to the Department's Licensing Officer or Agent before this form can be accepted.

#### Applicants must submit one full POI (no other proof required) documents, including:

- a current photographic driver's licence issued within Australia;
- a current Australian passport;
- a current photographic identification (*Government issued only*).

#### Secondary POI

If no full POI document is available, applicants will require two (2) secondary forms of identification including:

- a current non-photographic driver's licence issued within Australia;
- a foreign passport or foreign document of identity that is current or has expired within the last two (2) years;
- a full birth certificate, or an extract of birth certificate (*must be certified copy from issuing body*);
- a current credit card/account card, passbook or account statement not more than twelve (12) months old;
- a telephone, gas or electricity bill not more than twelve (12) months old;
- a water rates, council rates or land evaluation notice not more than two (2) years old;
- an electoral enrolment card or other evidence of enrolment not more than two (2) years old.

#### Company POI

If the vessel is to be registered in a company name the following documents are also required:

- a Certificate of Incorporation of the company (*or a certified copy*);
- a document displaying evidence of ACN.

This application form must be signed by a Director or Company Secretary, in addition POI for the nominated contact person is required.

### Proof of Identity (Mail applications only)

Applicants intending to complete their registration applications by mail must submit a photocopy of their proof of identity documents alternatively have your POI verified by a Police Officer, BoatCode Provider, Justice of Peace or an Authorised Licensing Officer and have them complete the section below. Post completed application to: Department of Transport, PO Box 402, Fremantle, 6959.

#### POI Official Use Only

Full POI                      Y/N    Document No: \_\_\_\_\_

Secondary POI item 1    Y/N    Document No: \_\_\_\_\_      Secondary POI item 2    Y/N    Document No: \_\_\_\_\_



**Signature of Authorised Officer:** \_\_\_\_\_ **Title:** \_\_\_\_\_

### Privacy Statement

The information submitted within this form may be used for the purpose of compliance with and enforcement of the *WA Marine Act 1982*. It may also be disclosed to any person who, in the Director General of the Department of Transport's view, has legitimate interest in obtaining information from the Department.

### Department of Transport office locations

#### METROPOLITAN CENTRES:

- FREMANTLE HEAD OFFICE: \_\_\_\_\_ 1 Essex Street Fremantle WA 6160. Phone 1300 863 308
- HILLARYS: \_\_\_\_\_ Hillarys Boat Harbour, West Coast Highway Hillarys WA 6025. Phone 9448 7544
- CITY WEST LICENSING: \_\_\_\_\_ Suite 42-44, 102 Railway Pde, Cnr Troode St & Plaistowe Mews, City West WA 6005
- WILLAGEE LICENSING: \_\_\_\_\_ 71-73 Leach Highway, Cnr. Stock Road & Leach Highway, Willagee WA 6156
- JOONDALUP LICENSING: \_\_\_\_\_ 65 Boas Avenue, Joondalup WA 6027
- KELMSCOTT LICENSING: \_\_\_\_\_ 34 Gillam Drive, Kelmscott WA 6111
- MANDURAH LICENSING: \_\_\_\_\_ 9 Ranceby Avenue, Mandurah WA 6210
- MIDLAND LICENSING: \_\_\_\_\_ Midland Gate Shopping Centre, Gale Street, Midland WA 6056
- MORLEY LICENSING: \_\_\_\_\_ 63 Russell Street, Morley WA 6062
- ROCKINGHAM LICENSING: \_\_\_\_\_ 37 McNicholl Street, Cnr. McNicholl & Chalgrove, Rockingham WA 6168
- WELSHPOOL LICENSING: \_\_\_\_\_ 21 Murray Road South, Welshpool, WA 6106

#### REGIONAL CENTRES:

- ALBANY: \_\_\_\_\_ 178 Stirling Terrace, Albany WA 6330. Phone: 9892 7333
- GOLDFIELDS: \_\_\_\_\_ Regional Office, 35 Brookman Street, Kalgoorlie WA 6430. Phone: 9022 5999
- BROOME: \_\_\_\_\_ 9 Napier Terrace, Broome WA 6725. Phone: 9193 5923
- BUNBURY: \_\_\_\_\_ 24 Wellington Street, Bunbury WA 6320. Phone: 9792 6607
- BUSSELTON: \_\_\_\_\_ Australia Post Office, Prince Street, Busselton WA 6280
- CARNARVON: \_\_\_\_\_ Fishing Boat Harbour, Carnarvon WA 6701. Phone: 9941 1830
- ESPERANCE: \_\_\_\_\_ 53 The Esplanade, Esperance WA 6450. Phone: 9071 6891
- EXMOUTH: \_\_\_\_\_ SES Building, Cnr. Payne and Riggs Streets, Exmouth WA 6707. Phone: 9949 2079
- GERALDTON: \_\_\_\_\_ 65 Chapman Road, Geraldton WA 6350. Phone: 9956 0111
- KARRATHA: \_\_\_\_\_ 3-5 Welcome Road, PO Box 429, Karratha WA 6714. Phone: 9185 6100



**Details of Applicant** (primary mail recipient)

Organisation (if applicable): \_\_\_\_\_ ACN: \_\_\_\_\_

Surname: \_\_\_\_\_ Other names: \_\_\_\_\_  
(block letters)

Driver's Licence No:  Date of birth: day \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_

Residential address: \_\_\_\_\_  
(PO Box No is not acceptable, registration will not be issued unless residential address is supplied)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone private: (\_\_\_\_) \_\_\_\_\_ business or mobile: (\_\_\_\_) \_\_\_\_\_

Postal address: \_\_\_\_\_  
(if different to residential)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Emergency contact (if different from above): \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Email address (if applicable): \_\_\_\_\_

**Joint Ownership** (secondary owner if applicable – if more than two (2) owners, please provide details on the additional owners form)

Organisation (if applicable): \_\_\_\_\_ ACN: \_\_\_\_\_

Surname: \_\_\_\_\_ Other names: \_\_\_\_\_  
(block letters)

Driver's Licence No:  Date of birth: day \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_

Residential address: \_\_\_\_\_  
(PO Box No is not acceptable, registration will not be issued unless residential address is supplied)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone private: (\_\_\_\_) \_\_\_\_\_ business or mobile: (\_\_\_\_) \_\_\_\_\_

**Vessel Details**

Vessel name: \_\_\_\_\_ Hull colour: \_\_\_\_\_ Superstructure colour: \_\_\_\_\_

**HIN:**  -  Australian Builders Plate:  Yes  No  Exempt

**Vessel Location** (Where is the vessel normally moored or kept?)

Home  Pen  Boat Yard/Stacker  Mooring  Private Jetty

Town or Suburb where the vessel is normally kept: \_\_\_\_\_ Do you keep your boat on a trailer  Yes  No

**Toilet Facilities**

None  Holding tanks  Chemical  Treatment plant  Composting  Direct discharge  Other: \_\_\_\_\_

**Engine Details** (if more than two (2) engines please supply details on separate sheet)

**Engine particulars – 1st engine** (engine serial numbers **must be** provided)

**Fuel:**  Petrol  Diesel Other: \_\_\_\_\_

**Propulsion:**  Inboard  Outboard  Sterndrive  Jet  Sail

Manufacturer's name: \_\_\_\_\_ Serial No: \_\_\_\_\_ Engine horsepower: \_\_\_\_\_

**Engine particulars – 2nd engine** (engine serial numbers **must be** provided)

**Fuel:**  Petrol  Diesel Other: \_\_\_\_\_

**Propulsion:**  Inboard  Outboard  Sterndrive  Jet  Sail

Manufacturer's name: \_\_\_\_\_ Serial No: \_\_\_\_\_ Engine horsepower: \_\_\_\_\_

**Declaration**

I hereby declare that I am authorised to act for/as the registered owner of this vessel on behalf of all/any interested parties and that the information contained in this form is accurate. I understand that if any information is omitted or is found to be incorrect this registration may be cancelled without notice.

**Signature/s:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

The organisation or company seal together with a declaration must be signed by an office bearer, Director or Company Secretary on a separate sheet of paper if this vessel is to be placed in an organisation/company name.