

## Private Berthing Licence application

Use this form to apply for a berthing licence under the *Crown Land Management Act 2016*.

**Applications must be submitted at least two months before the proposed commencement date.**  
**Final approval of your application is subject to you signing a licence agreement.**

To apply for a Private Berthing Licence, you **must**:

- be the registered owner of the vessel to be attached to the berth
- be aware that the vessel must be at least 5.2 metres in length, unless otherwise approved by Transport for NSW
- provide a recent photograph of the vessel intended to be attached to the berth
- provide Proof of Identity (POI)
- pay the application fee.

### Fee

An application fee of \$577.00 is payable. Do **not** send your credit card details – Transport for NSW will contact you for payment.

Where the licence is requested in order to provide significant community and/or environmental benefit, this fee may be waived.

### Contact us

For more information, please contact us at:

Transport for NSW

Phone: (02) 8849 2831

Email: [property.management@transport.nsw.gov.au](mailto:property.management@transport.nsw.gov.au)

### Privacy statement

We are collecting your personal information in connection with your application for a private berthing licence and we may retain and use it in connection with the licensing and management of the port/harbour under the *Crown Land Management Act 2016*. Providing this information is voluntary but we may not be able to process your application unless you provide it.

We may disclose your personal information in order to assess your application or verify the information you provide. Otherwise we will not disclose your personal information without your consent unless authorised by law.

Your personal information will be held and managed by Transport for NSW in accordance with the *Privacy and Personal Information Protection Act 1998*. To access or amend your personal information please use the access and amendment application forms available at [www.transport.nsw.gov.au/about-us/transport-privacy](http://www.transport.nsw.gov.au/about-us/transport-privacy)

## Private berth

<b>Port/Harbour</b>	
<b>Preferred Berth</b>	

## Applicant details

This information may be used to positively identify you during your dealings with Transport for NSW

<b>Salutation</b>	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other:
<b>First name</b>	
<b>Family name</b>	
<b>Email address</b>	
<b>Residential address</b>	
<b>Postal address</b> <i>(if different from your residential address)</i>	
<b>Telephone</b>	

### APPLICANT INFORMATION

Have you ever been declared bankrupt or sought protection from any bankruptcy laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted anywhere in Australia or overseas of an offence that resulted in at least 12 months imprisonment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have responded 'yes' to the above questions, please attach further information with your application.

## Company details

Please only complete if applicant is a company

<b>Organisation name</b>	
<b>Contact person</b>	
<b>Email</b>	
<b>ACN</b>	
<b>Organisation address</b>	
<b>Postal address</b> <i>(if different from organisation address)</i>	
<b>Telephone</b>	
<b>APPLICANT INFORMATION</b>	
Have any of the currently appointed directors and/or company secretaries ever been disqualified from managing corporations under Part 2D.6 of the <i>Corporations Act 2001</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has this entity or any affiliated entities, ever entered into voluntary administration, receivership, liquidation or insolvency?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If applicant is a company, a current company search with details of the directors is to be lodged with this application.

If you have responded 'yes' to the above questions, please attach further information with your application.

## Vessel details

Registration / Identifying Number	
Length	
Beam	
Draft	
Laden Displacement	

## Intended purpose

Please describe the reason you are applying for this licence e.g. recreational use.

## Requested term

Please note that applications must be submitted at least two months before the proposed commencement date.

Term	
Proposed commencement date	

## Declaration

I	
declare that: <ul style="list-style-type: none"> <li>I am over 18 years of age; and</li> <li>the information given in this application is true and correct and I have not withheld any information likely to affect the success of my application.</li> </ul>	
Signature	
Date	

## Supporting documentation checklist

- Vessel registration
- Recent photograph of the vessel intended to be attached to the berth
- Proof of personal identity  
and where relevant:
  - Evidence that supports the licence will provide a significant environmental or community benefit
  - Approvals from councils or other assessment and approval agencies
  - Further information if you have answered 'yes' to any of the questions regarding the applicant
  - Current company search (if applicable)
  - Copy of your current certificate of survey and certificate of operation
  - Copy of current Insurance policy

## Lodgement

Email the completed form and any supporting documentation to:

[property.management@transport.nsw.gov.au](mailto:property.management@transport.nsw.gov.au)