



Commercial Mooring Application

Section 65 of the *Western Australian Marine Act 1982*

When blank, this form is classed as **OFFICIAL**, when filled out, this form is classed as **OFFICIAL-SENSITIVE**.

This is an application only and the installation of the mooring and use of the relevant waters for the mooring must not commence prior to the receipt of approval from the Department of Transport and Major Infrastructure (DTMI).

PLEASE READ THE GUIDE ON PAGES 3 AND 4 BEFORE COMPLETING THIS FORM
(Attach all required supporting documents)

Proposed mooring location details

Mooring location (area): _____

DGPS position (Co-ordinates must be provided in datum GDA2020, in Degrees Decimals and Minutes (DDM) to six decimal places)

Latitude: _____ Longitude: _____

Chart datum: _____ Bottom type: _____

Water depth: _____

Type of mooring: Cyclone Operational/Day General Single use Multiple vessel use

Applicant details

Company/Body corporate name: _____

Company representative name: _____

ACN ABN: _____

Address: _____

Postal address: _____

State: _____ Postcode: _____

Contact number: _____

Email: _____

Proposed licensed vessel details

Vessel name: _____

Vessel registration number/Unique identifier: _____

Nationality/ Port of Registry: _____

Maximum vessel loading: _____ Maximum gross tonnage: _____

Maximum vessel length (LOA): _____ Maximum draft: _____

Maximum mooring swing required: _____

Vessel owner details (if vessel not owned by applicant)

Company/Body corporate name: _____

Company representative name: _____

ACN ABN: _____

Address: _____

Postal address: _____

State: _____ Postcode: _____

Contact number: _____

Email: _____

Emergency contact name: _____ Contact number: _____

Contact email: _____

Supporting documentation

- Certification of business registration copy.
- Certificate of Survey for the nominated vessel.
- Vessel and mooring insurance policies copy.
- Include design mooring drawings, designers' credentials.

Applicant declaration

I declare that the information I have provided in this application is true, complete, and accurate to the best of my knowledge. I understand that providing false or misleading information may result in my application being rejected or, if discovered later, may lead to the withdrawal of any offer, approval, or licence granted.

By signing below, I confirm that I have read, understood, and agree to the terms of this declaration.

I understand that I cannot install or use this mooring prior to approval by DTMI in the form of a Mooring Installation Consent. I understand this mooring will only be used in accordance with Mooring design specifications and Commercial Mooring Licence terms and conditions. Please be advised that this information may be released to stakeholders for comment.

Applicant name: _____

Signature: _____

Date: ____/____/____

Completed applications are to be sent to the attention of the Licensing Team
By email: Maritime.Licensing@transport.wa.gov.au

Instructions for applicants

Step 1: Prepare your application

- **Identify your proposed mooring location**
 - Record the area, precise DGPS coordinates (latitude/longitude), chart datum, bottom type, and water depth.
- **Determine the type of mooring**
 - Cyclone, operational/day, general, single use, or multiple vessel use.
- **Gather vessel and ownership details**
 - Vessel name, registration/unique identifier, port of registry, maximum loading, tonnage, length, draft, and swing required.
 - Owner and applicant details (names, company, ABN, addresses, contact info).
 - You are not required to specify a vessel at the time of application. However, if you are granted a mooring licence, you must nominate a suitable vessel within six months of the commencement date of the licence.
- **Provide plans and specifications**
 - Detailed plans and specifications for the proposed mooring, prepared or approved by a reputable and independent civil engineer or naval architect with at least five years' experience on matters involving the design requirements of moorings.
- **Obtain supporting documentation**
 - Certification of business registration copy.
 - Certificate of Survey for the nominated vessel.
 - Vessel and mooring insurance policies copy. (\$10,000,000.00)
 - Include design mooring drawings, designers' credentials.

Step 2: Complete the application form

- Fill out all sections of the application form (see pages 1 and 2 of this document).
- Attach the plans and specifications.
- Attach all supporting documentation. (refer to Obtain supporting documentation)

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Step 3: Submit your application and application fee

- Email your completed application and supporting documents to:
Maritime.Licensing@transport.wa.gov.au
- Application fee on [Swing mooring licences | Transport WA](#)
- Each Commercial Mooring Licence is subject to payment of an annual hiring fee.

Step 4: Consultation period

- Please allow at least 28 days for the DTMI to consult with all relevant agencies and stakeholders regarding your application.
- Be prepared to provide additional information if requested.

Step 5: Decision notification

- DTMI will notify you when a decision has been made regarding your application.
- If your application is not approved you will be advised of the reasons for the decision.
- If your application is approved;
 - You will receive a copy of the Deed of Licence and an invoice for payment of the mooring licence fee.
 - You must arrange for the Deed of Licence to be signed by suitable company representatives.
 - You must return the signed Deed of Licence to DTMI and pay the invoice for the mooring licence fee.
 - Most importantly do not proceed with the installation of your mooring until you have received the Mooring Installation Consent from the DTMI.

Step 6: Grant of licence

- Once DTMI have received the Deed of Licence signed by suitable company representatives, and;
- Payment of the annual mooring licence fee is confirmed by DTMI;
 - You will receive the executed and sealed Commercial Mooring Site Deed of Licence.
 - You will also receive the Mooring Installation Consent which permits the installation of the authorised mooring on the authorised mooring site.

Step 7: Installation

- Please notify the Maritime licensing Team at least 7 days prior to the installation date so a Notice to Mariners (NTM) can be circulated by the DTMI.
- Once the mooring is installed you must submit an Installed Mooring Inspection Report and detailed as-built design drawings of the installed mooring within 7 days of installation.