



# Frequently Asked Questions

## Jetty Licensing

### Licence renewal

#### *How long do I get to pay my annual renewal fee?*

Your invitation to renew will be issued 60 days prior to licence expiry with the due date being 30 days prior to expiry.

#### *How do I pay my annual fee?*

The reverse of your account lists the methods of payment available, including the recent addition of an option to pay your account online.

#### *What if I don't pay my account by the due date?*

You will still be able to pay your account until the actual date of expiry of your licence. However, it is strongly recommended that you pay by the due date to ensure your payment is received well before licence expiry.

#### *Can I pay my account after the expiry date?*

No, you will not be able to pay your account once the Jetty Licence has expired as your jetty will no longer be licensed. The Department of Transport (DoT) will write to you at that time giving you the opportunity to re-licence your jetty structure by going through the full application process.

### Jetty Licensing

#### *Do I have to pay to have my jetty re-licensed?*

Yes, full application and new licence fees will apply. For information on current fees, please refer to Maritime facilities: schedule of fees and charges (page 5) at <http://www.transport.wa.gov.au/jettyfees>.

#### *Why do I even need a Jetty Licence?*

Under Section 8 of the *Jetties Act 1926 (WA)* it states that private jetties are not to be constructed or maintained, except pursuant to a licence or lease, to ensure the jetty is kept in a safe and good condition.

### Jetty Maintenance

#### *Why do I have to maintain my jetty?*

It is a requirement of your Jetty Licence that you maintain your jetty in a good, proper and safe condition. If you do not maintain your jetty, your licence may be cancelled. It is important that private jetties are maintained to ensure they do not become a danger to other waterway users.

### *What will happen if my jetty is unmaintained?*

There is a set process initiated by the licensee's failure to maintain a jetty in good, proper and safe condition:

- Following inspection by the Department of Transport's Jetty Inspector, a Work Order will be issued for any jetty requiring maintenance or repair – 14 days provided for compliance.
- If the jetty remains non-compliant a Notice to Repair Defective Jetty will be issued by registered mail – 60 days provided for compliance.
- If the jetty still remains non-compliant, a Notice of Cancellation of Licence (Non-effecting of Repairs) will be issued by registered mail – 30 day period provided for notification to take effect.

### *What if I don't own the jetty anymore?*

It is very important you notify DoT of any transfer of ownership of your jetty structure as the responsibility for the jetty remains with you until such time as a transfer of the relevant jetty licence is finalised.

Your Jetty Licence states 'the licensee is not to assign or transfer the rights hereby conferred unless permission in writing is obtained from the licensor'. If you no longer own the property where the jetty is located, please urgently contact DoT on **9435 7677** or by email [maritime.licensing@transport.wa.gov.au](mailto:maritime.licensing@transport.wa.gov.au) to provide details of the new owner.

