

Application for registration of an unpowered enclosed boat – private annual



This form should be completed in capital letters. If any information is missing or we are unable to read the information provided, this will delay your registration.

You will need your insurance and proof you are meeting our Construction & Equipment standards details (normally Boat Safety Scheme Certification) to complete this application.

Explanatory Notes: Please read these separate notes before completing this form. These explain the terms and definitions used within this form.

Registration charges: Refer to the separate registration charges document to find the charge for your boat.

Registration requirements: Refer to the separate registration requirements document to see the full requirements for obtaining a boat registration.

Privacy notice: Please read the separate privacy notice before completing this form.

Applications should be made at least ten working days in advance.

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1 Boat name and registration number

Current Boat Name:

Previous boat name, if you have changed the name:

Boat registration number, if boat has previously been registered with the Environment Agency:

For **Thames & Medway registrations** only:

If the name chosen is not available are you willing for the boat to be registered with a number (II, III, IV ...) added to that name?

Yes

No

If no, please provide us with an alternative name(s):

2 Current registered owner

Title:

First name:

Last name:

Organisation, if relevant:

Postal address:

Postcode:

Contact phone numbers, including the area code

Phone (day):

Mobile:

Email address:

Are you a 'new owner'

Yes

No

Has the boat been registered on Environment Agency waterways before?

Yes

No

If yes, which waterway was the boat registered on?

Thames

Anglian

Medway

Who registered the boat previously on one of our waterways?

You

Previous owner

Through broker

Not known

If you have not previously registered this boat and the boat is currently on one of our waterways, please provide the following details;

Name of former owner/broker:

Address of former owner/broker:

Date boat transferred into your ownership:

_____ (DD/MM/YYYY)

3 Usual mooring/location of boat

Which is the main waterway your boat will be based on? *(Please select one option)*

Thames

Medway

Anglian Waterways, please specify which navigation(s) you will be using on Anglian Waterways:

Ancholme

Black Sluice Navigation

Great Ouse System

Nene

Stour

Welland/Glen

Is the boat kept on: *(Please select one option)*

a trailer

ashore

on a permanent mooring

at no permanent location *(for example a continuous cruiser)*

Please provide the location where the boat is kept
(for example, the name of the marina, boat club, 'at home', etc):

4 Boat dimensions

Length (overall):

metres

tenths

Beam (widest point):

metres

tenths

Thames only: Chargeable area

metres

_____ *(In complete square metres)*

5 Boat details

Manufacturer or builder:

Approximate year built:

I declare the boat has no engines or auxiliary engines

I declare the engine(s) has/have *(Please tick one of the following boxes):*

been removed

permanently disabled

I declare I will not navigate this boat on Environment Agency waterways unless I have obtained a full registration certificate and display the appropriate registration plate.

6 Appliances

Please tick or enter 'G' for gas, 'E' for electric, 'O' for other

None	Cooker	Fridge	Heater	Water heater	Central heater
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shore-based	Yes	Yes	Yes	Yes	Yes
<i>please tick</i>	No	No	No	No	No

Other (please specify):

If you have answered 'Yes', please refer to the shore-based power safety recommendations/guidance in section 9?.

7 Sanitary facilities

Lavatory facilities:

None Chemical lavatory Pump out lavatory Direct into river

Other facilities:

None Basin Bath Sink Shower

Other (please list):

8 Boat safety: construction and equipment standards

Valid Boat Safety Scheme certification (BSSC) is required to support your registration application if you have on board any installed fuel tanks, batteries, LPG cylinders or power generating engines supplying electricity for domestic use or for charging batteries.

230v electricity, LPG or natural gas installations supplied from the shore fall outside the scope of the BSS. However, owners of boats with shore-based supplies of electricity and gas should ensure that these utilities are installed and maintained in accordance with the relevant regulations and codes of practice and are routinely tested by suitably qualified and competent persons.

Please tick all that apply:

- 1) I will not keep this boat on Environment Agency waterways unless these conditions are complied with.
- 2) I understand that the Environment Agency may require me to provide information confirming compliance with these conditions or require my boat to be inspected.
- 3) My boat has systems that require a BSSC.
- 4) My boat has shore-supplied 230v electricity, LPG or natural gas and they are routinely tested

If you have ticked (3) please enter details of your Boat Safety Scheme certification:

BSS certification/examination report number:

BSS examination date:

(DD/MM/YYYY)

BSS examination expiry date:

(DD/MM/YYYY)

BSS examiner name:

A copy of the RCD declaration of conformity is enclosed (if applicable)

9 Insurance

Policy provider:

Policy number:

Expiry date:

_____ (DD/MM/YYYY)

10 The use of this boat on our waterways

Business boats

Is this boat used for business use?

Yes

No

If yes, you will also need to complete the Business Boat supplementary form and return with this application.

Please confirm the business category of the boat?

Exemptions from the charge

Is this boat claiming exemption from the charge?

Yes

No

If yes, which exemption do you believe your boat(s) falls under?

Safety or rescue

Emergency Services

Highways Authority

Owned or operated by, or on behalf of, the Environment Agency

Owned or operated by Freeman of the Watermen's Company (Thames only)

11 Payment

Please let us know how you wish to pay for your boat registration. *(Please tick one option)*

Cheque or postal order

Credit/debit card*

Existing Direct Debit**

New Direct Debit**
(please complete a separate mandate)

*If you would like to pay by card, please tick the box above and we will call you to make a payment.

**When paying by Direct Debit, you remain responsible for the full registration charge unless you qualify for a refund. See separate Explanatory notes for more information.

Registration charge type	Charge
Please confirm the charge for your boat. (Tick one option)	Please enter charge below
Annual	£
Part year	£
Exemption from charge	£
If registering a business boat , please confirm the additional payment due	£
Total registration charge	£
Other charges & fees	
Other, please specify _____	£
Total local charges due	£
TOTAL	£

NOTE: If the total registration charge due comes to less than the minimum charge, the minimum charge will be applied.

NOTE: You will need to pay any additional amount, which may be due, if it is found that the boat has been registered incorrectly based on the information you have provided.

12 Declarations and signatures

By signing this application, I declare that the information in this application is true to the best of my knowledge and belief. I also declare I have read, understood and agree to the declarations made throughout the application, including the Privacy Notice, the Explanatory Notes and Charge Scheme Guidance.

Owner's signature:

Today's date

_____ (DD/MM/YYYY)

Signed on behalf of the owner and in accordance with their specific authorisation to act as Agent for this purpose.

In case of a company, firm, partnership or organisation please state status or authority to sign.

Agent's full name:

Please return this application and payment to our National Customer Contact Centre – Boat registration team (contact details provided below).

Cheques are made payable to 'Environment Agency'.

We aim to process your application as quickly as possible.

At busy times it can take up to 10 working days from the day of receipt.

Please also allow 2 to 3 days for postage.

Contacts

Environment Agency,

Boat Registration,

PO Box 544, Rotherham,

S60 1BY

03708 506 506

boatreg@environment-agency.gov.uk

www.gov.uk/register-a-boat