

EMU POINT BOAT PENS - FREQUENTLY ASKED QUESTIONS & ANSWERS

What is the process for getting a Boat Pen? We currently have an on going “waiting list”. If you would like to be added to this list; please inform us and should a pen become available, you will be contacted either by phone or letter.

Can my boat safely fit within pen? For the safety of your own vessel and other vessels utilising the pens. Boats must fit safely within pen.

Boats utilising the U shape pens, must NOT have any part of the boat (inc motor) protruding outside the pen boundary.

Boats utilising the Alongside Berth, must have a 1m gap at each end of the vessel, between vessel and pen markings.

What happens if I then want to take the boat pen? You will be sent out an application kit, which includes an application form, copy of the Local Boat Pen Laws, payment request form and application for credit forms. Please fill out and return these before the due date indicated.

Do I have to have Boat Insurance? Yes. Under the Jetties, Bridges and Boat Pens Local Law 2004, all vessels occupying the Marina must have 3rd Party Insurance. This is demonstrated through a valid Certificate of Currency provided to the City of Albany. Your Insurance Company can always fax us through a copy upon your request. Minimum Public Liability required is \$10million.

If I sell my boat, can the purchaser take over the pen lease? Pens do not transfer with ownership of vessels, however, should this pen not be required by any other person on the ‘waiting list’, then the new owner may be able to take the pen, subject to meeting City of Albany criteria. Applicants must contact us first to discuss this.

How much does it cost to have a pen? This varies on the size of the actual pen itself. Current schedule of rates are included in the Boat Pen kit. Paying for your pen can be done so by arranging either a once yearly, six monthly or a monthly payment.

Do the pens have access to water & power? Yes. At certain points along the jetty, both water & single phase power can be accessed. A maximum usage of 3 hours per pen per day applies under the Local Law.

Can I do short term leasing of a pen? No. Weekend pen usage is not permitted and the shortest accommodation is one month.

Are pen fees refundable if I vacate my pen? No. As per the city of Albany Jetties, Bridges and boat pens local law 2004 (which is included in your kit) “in the event of a licensee discontinuing the use of the pen he or she shall not be entitled to a refund of that part of any fee paid by the licensee in respect of a license, the service fee or any other fees that my apply from time to time”

Who do I contact if I have an enquiry/problem with my boat pen?

Property Officer, Corporate Services 6820 3080

- General Enquiries, Pen availability, Insurance, Pricing
- Generally available 8.30am-5.00pm, Weekdays

Every endeavour will be made to return enquiries made during the other times within 24 hrs (excluding weekends & public holidays)

Senior Team Leader Property, Leasing and Customer Service: 6820 3074 Major concerns/issues in relation to the pen system (not for pen availability, pricing or day to day counter enquiries).

If you would like the Property Officer, Corporate Services to contact you please complete your details below, tear off and return to Reception staff:

Please contact (Name): _____ on (Phone): _____

Alternatively on (Email or mobile): _____

Regarding: _____