



## EMU POINT BOAT PENS – FREQUENTLY ASKED QUESTIONS

### **What is the process for occupying a Boat Pen?**

By contacting the Customer Service team either in person at the City's North Road office, by phone (08) 6820 3000 or email [customer.service@albany.wa.gov.au](mailto:customer.service@albany.wa.gov.au)

### **What if no Pens are currently available?**

We currently have an on-going 'waitlist'. If you would like to be added to this list please inform us. Should a pen become available you will be contacted either by phone or email.

### **What happens if I then want to take the Boat Pen?**

An application pack, which includes all the necessary documents, will be provided. These forms will need to be filled out and returned to the City and payment made to secure the pen.

### ***Points To Consider Before Taking on a Boat Pen –***

#### **Can my vessel safely fit within the Pen?**

For the safety of your own vessel and other vessels utilising the pens, vessels overall length must fit safely within a pen. Overall vessel length includes attachments such as a marlin board or bowsprit. In some cases these attachments can mean the vessel is meters longer than the registered length.

- Boats utilising the U shape pens, must NOT have any part of the boat (inc. motor or attachments) 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.

#### **Do I have to have Boat Insurance?**

Yes. Under the Jetties, Bridges, Boat Pens and Swimming Structures Local Law 2020 all vessels occupying the Marina must have Third Party Insurance. This is demonstrated through a valid Certificate of Currency provided to the City of Albany. Your insurance company can always email us a copy upon your request. Minimum Public Liability required is \$10 million.

#### **How much does it cost to have a Pen?**

This varies on the size of the actual pen itself. Current schedule of rates is included in the boat pen application pack. Paying for your pen can be done so by arranging either a once yearly, six monthly or a monthly payment.

#### **How many Access Cards am I allowed to have?**

Two (2) Access Cards are issued to every new boat pen holder. If a card is lost, damaged or stolen, additional cards are available at a cost of \$20 per card. Additional cards for any other reason are issued on a case-by-case basis.

#### **Can I do short term leasing of a Pen?**

No. Weekend pen usage is not available. The shortest accommodation period is one month.

#### **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 of 3 hours per pen per day applies under the Local Law.

#### **If I sell my boat, can the purchaser take over the Pen?**

Pens do not transfer with ownership of vessels. However, should this pen not be required by any other person on the 'waitlist', then the new vessel owner may take ownership of the pen, subject to meeting City of Albany criteria. Applicants must contact the City first to discuss.

#### **Are Pen fees refundable if I vacate my Boat Pen?**

No. As per the City of Albany, Jetties Bridges, Boat Pens and Swimming Structures Local Law 2020 (which is included in your pack) '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 licence, the service fee or any other fees that may apply from time to time'.

#### **Who do I contact if I have an enquiry with my Boat Pen?**

City of Albany Customer Service team - (08) 6820 3000 or [customer.service@albany.wa.gov.au](mailto:customer.service@albany.wa.gov.au) 8.00am to 5.00pm weekdays.