

For office use only  
 BERTH/MOORING  
 NUMBER:

## Port Tarakohe Long-Term Berth/Mooring Licence Application Form

To be completed by applicants for a berth or mooring **for one month or more** at the Port Tarakohe Marina. Less than one month are regarded as "casual" and should instead complete a [Casual Berth/Mooring Rental Agreement](#) (Also available on request from TDC). TDC's [Privacy Policy](#) applies to TDC's collection, use and disclosure of personal information. All Port Tarakohe information can be found on the TDC website [www.tasman.govt.nz](http://www.tasman.govt.nz).

**To complete and submit this application you will need to have:**

- \*Completed all required sections of the form      \* Provided proof of identity (Photo ID required)
- \*Provided a certificate of currency of insurance
- \*Provided a current Electrical Warrant of Fitness (EWOFF) -if requesting to connect to on shore power

*\*Required*

**Applicant Details**

\*Applicant name(s): .....

Provide full legal name(s) of the owner(s) of the vessel named below, including partner or trustee names plus firm/trust name (if applicable) \*Please select one of the following:

Individual(s)     Company Trust     Partnership     Other  (specify):.....

\*Postal Address: .....

\*Phone: .....    Mobile: .....

\*E-mail: .....

\*Contact Name: .....    Yes, I have attached proof of identity.

Firm/trust Name (if applicable): .....

Partner or trustee name(s) (if applicable): .....

\*Are you applying for a berth or a mooring?  Berth  Mooring  Either (i.e. you don't mind which)

**Vessel Details**

\*Vessel name: .....    \*VHF Call Sign: .....

\* Make and Type: Yacht     Launch     Multihull     FV     MV     Other  (specify):.....

\*Overall Length\*\* (m): .....    \*Beam (m): .....    \*Draught (m): .....    \*Colour: .....

*\*\*Overall length for this purpose includes hull length at the vessel's longest point as well as any fittings or attachments (including pulpits, platforms, bowsprit, engines, rudders and dinghies). All must fit within the berth/mooring dimensions so it is imperative the information provided above is accurate.*

\*Registration number (if registered under Ship Registration Act 1992, if not enter "NA"): .....

\*On board toilet?  Yes  No    \*Holding tanks?  Black water  Grey water

\*Do you wish to connect to on-shore power? \*\*  Yes  No    \*Tagged power lead?  Yes  No

\* If connecting to power, have you attached evidence of your EWOFF?  Yes  No

*\*\*A current Electrical Warrant of Fitness (EWOFF) is required for all vessels that wish to connect to on shore power. A copy must be provided with this application form.*

**Insurance Details\*\*:**

\*Have you attached evidence of your insurance?  Yes  No    \*Do you have public liability cover of \$5,000,000?  Yes  No

*\*\*The applicant must provide a certificate of currency of insurance with this application, and promptly following any change to such insurance, and otherwise on request by TDC. You must have public liability insurance of at least \$5m.*

### Liveboards

\*Do you intend to live aboard the vessel in the Marina? \*\*  Yes  No *If No, skip to commercial operations section. If yes, please: A) provide full names of all those who propose to live aboard the vessel and supply a current ID (driver licence, New Zealand passport, overseas passport or New Zealand firearms licence) for those ages 18 or over.*

Name	18+ID provided	Name	18+ID provided
	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>

B) specify what other New Zealand marinas (if any) you have resided at: .....  
 \*\*You may not live aboard the vessel (i.e. sleep overnight for 3 nights or more) in the Marina without TDC's prior written consent. Each relevant individual must be named and you may be asked to leave the Marina if you do not have such consent. TDC may undertake reference or police checks on each named persons over 18, including contacting previous marinas you have stayed at.

### Commercial Operations

\*Do you intend to undertake commercial operations at the Marina?  Yes  No  
 If yes, please provide details of all commercial activities you intend to undertake at the Marina:

.....  
 .....

**Booking Dates**    Approximate Start Date: .....    Approximate End Date: .....

### Terms of Application

You, the applicant named above, applies for a licence to use a berth or mooring at TDC's Port Tarakohe Marina for the purpose of berthing or mooring the boat named in this application. TDC has sole discretion whether or not to accept your application and/or ask for additional information to support your application. If TDC accepts your application, it will notify you and provide you with a Marina Berth/Mooring Licence for execution (a copy of [the standard licence](#) is available on [www.tasman.govt.nz](http://www.tasman.govt.nz) or on request from the Port Manager). You will not be able to use a berth or mooring until the executed licence has been returned to TDC.

By signing this application, you:

- (a) warrant that you own the named boat and that all the details provided in this application form are true and correct as at the date of this application.
- (b) permit TDC to undertake reference checks on you and each person named in the "Liveaboard" section above (if applicable);
- (c) warrant that there is appropriate fire suppression on the named boat.
- (d) authorise Council to make enquiries using the above information and acknowledge that this may include disclosure of the information to credit reporting agencies, employers, accountants, or any other parties Council deems necessary for the purpose of this application.
- (e) warrant that neither you nor any other person named in the "Liveaboard" section above (if applicable) has been convicted in the last 10 years of an offence punishable by more than three years imprisonment (unless the person is an eligible individual for the purposes of the Criminal Records (Clean Slate) Act 2004); and
- (f) permit TDC to undertake a Criminal Conviction History check on you and will obtain the permission of any other person named in the "Liveaboard" section above (if applicable) for TDC to undertake such a check on that person.

Please note: If this application is successful all invoices are due the 20th of the following month and any expense incurred by the Council in the course of recovering outstanding debts will be payable by the Applicant.

.....	.....	.....	.....
Authorised signatory**	Full name	Position (if relevant)	Date
for and on behalf of the applicant			

\*\*The above named signatory personally represents and warrants that he/she/it has the right, power and authority to sign this application form on behalf of the applicant. Electronic signatures are acceptable.

### Please return your completed form to:

Port Manager  
 1011 Abel Tasman Drive, Port Tarakohe  
[port.tarakohe@tasman.govt.nz](mailto:port.tarakohe@tasman.govt.nz);  
[steve.tennant@tasman.govt.nz](mailto:steve.tennant@tasman.govt.nz)

### Any queries, please contact:

Steve Tennant, Port Manager  
[port.tarakohe@tasman.govt.nz](mailto:port.tarakohe@tasman.govt.nz);  
[steve.tennant@tasman.govt.nz](mailto:steve.tennant@tasman.govt.nz)  
 (03) 525 8174; 027 446 3891

**Or:** Commercial Enterprises Team  
 Tasman District Council  
 Private Bag 4, Richmond 7050  
[enterprises@tasman.govt.nz](mailto:enterprises@tasman.govt.nz)  
 (03) 543 8400