

**LEWES DISTRICT COUNCIL**

Form 102

To: The Director of Planning & Environmental Services  
Lewes District Council, Environmental Health, Southover House  
Southover Road, LEWES, BN7 1AB

--

**APPLICATION FOR GRANT OR RENEWAL OF PLEASURE BOAT LICENCE**

**A. DETAILS OF APPLICANT**

Full name \_\_\_\_\_

Full Address \_\_\_\_\_

(Telephone: \_\_\_\_\_) Post Code \_\_\_\_\_

Full Name of co-owner (if any) \_\_\_\_\_

Full address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

**B PARTICULARS OF PLEASURE BOAT**

Name of Boat \_\_\_\_\_ Reg. No. or year of build \_\_\_\_\_

Type of Boat \_\_\_\_\_ Overall length \_\_\_\_\_

Numbers to be carried: Passengers \_\_\_\_\_ Crew \_\_\_\_\_  
(including boatman i/c)

**SURVEY**

Report/Cert. No. \_\_\_\_\_ expiring \_\_\_\_\_

Attached	
Held by you	

**INSURANCE**

Company \_\_\_\_\_ Policy No \_\_\_\_\_

Premium renewal date \_\_\_\_\_  
Current Certificate of cover

Attached	
Held by you	

**C. STATEMENT AND DECLARATION**

I/We hereby apply for a licence to ply for hire with the above mentioned pleasure boat from Newhaven Harbour for a period of twelve months commencing on 1<sup>st</sup> July.

I/We undertake to provide survey and insurance documents for inspection and/or retention without delay when these are renewed.

I/We understand that any licence granted may be revoked if survey and insurance certificates are not maintained in-date.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ (month) \_\_\_\_\_ (year)

Signature of applicant \_\_\_\_\_

Signature of co-owner  
(if applicable) \_\_\_\_\_

To: SURVEYOR ..... FROM .....  
 ..... (full name in block capitals please)  
 ..... ADDRESS .....

I intend to make an application to the Lewes District Council for the licensing of the following boat and request you to carry out the required survey;

Name of boat ..... Registered No/Year of Build .....

Type of boat ..... Length of Boat .....

No. to be carried: ..... Passengers ..... Crew .....  
 (incl. Boatman in charge)

Boat normally moored at: .....  
 (The inspection will take place at this point unless surveyor notifies otherwise)

The boat can be available at her moorings (or at a place appointed by you) on any one of the following dates. Please state day of week and date. NOTE: at least 10 days notice must be given of these dates. Appointments can only be made on Mondays to Fridays.

1. Day ..... Month ..... 20..... Morning/afternoon\*
2. Day ..... Month ..... 20 ..... Morning/afternoon\*
3. Day ..... Month ..... 20 ..... Morning/afternoon\*

\* Delete as appropriate

Signed ..... Date .....

**NOTE** A fee may be charged unless at least 24 hours notice is given of failure to keep an appointment.

THIS SECTION FOR OFFICIAL USE ONLY

Reply Sent: ..... Appointment made for .....  
 Time .....

At: .....

**FORM 101/2**

TO: ..... FROM: Surveyor

OF: .....

With reference to your application for a survey in connection with your application to the Lewes District Council for the licensing of the boat known as :

you should arrange for the boat to be at

.....  
.....

at ..... am/pm, on .....

The surveyor will attend as near to this time as possible. Survey and slipping, if required by the surveyor, will be undertaken entirely at your own risk and you should maintain any insurance necessary. If it is impossible for you to keep this appointment, you should let us know in writing by return.

I acknowledge receipt of the fee of £ ..... plus VAT paid

DATE ..... SIGNED .....

(For and on behalf of  
(the Council's appointed Marine Surveyor)