



Canal & River Trust Use Only

Contract:

Billing:

/canalrivertrustboating
 @CRTContactUs



- Return your completed form to **Canal & River Trust, Boat Licensing Team, PO Box 162 Leeds LS9 1AX.**
- For enquiries email customer.services@canalrivertrust.org.uk or telephone 0303 040 4040 (Mon – Fri 8am-6pm. Calls charged at local rate).
- Please refer to our guide to boat licensing at www.canalrivertrust.org.uk/licensing or contact us for a paper copy.
- You must complete the form in full. If information is missing or incomplete, we will return it to you and you may risk losing the advantage of the prompt payment rate. Allow 15 working days for us to process your application.
- This form is for **new applications only**. If your boat licence has expired, we encourage you to renew it online at www.canalrivertrust.org.uk/renewal. Otherwise, if you have mislaid the renewal form we sent you, please call or email us for another copy.
- If you plan to offer the boat for hire or reward, you must have a business licence. Please ask for the special form.

Check Your Application

- All questions completed correctly?
- Boat safety certification enclosed (Do not send the original grey copy)
- Cheque enclosed if not paying by card or DD
- I have signed the declaration

Please complete this form using BLOCK CAPITALS using black ink. Where tick boxes are used, place a cross in the selected box

1. Applicant Details

This address will be used as the postal address

Applicant 1

If you have a Canal & River Trust customer account number, please enter it here:

Boat index number:

Title: Mr Mrs Miss Ms Dr Other

First names:

Surname:

House number/name:

Street name:

Postal town:

County:

Postcode:

Have you lived at the above address less than 3 years?
If Yes please enter previous address

Telephone:

Mobile number:

Email address

Date of birth (dd/mm/yyyy):

Applicant 2

If you have a Canal & River Trust customer account number, please enter it here:

Title: Mr Mrs Miss Ms Dr Other

First names:

Surname:

House number/name:

Street name:

Postal town:

County:

Postcode:

Have you lived at the above address less than 3 years?
If Yes please enter previous address

Telephone:

Mobile number:

Email address

Date of birth (dd/mm/yyyy):

Always have your finger on the pulse, sign up to a monthly e-newsletter at www.canalrivertrust.org.uk/my-trust/register to receive the latest news from the Canal & River Trust via email.

2. Licence Required

Period: 12 months 6 months 3 months

Type: Canal and River River only Houseboat*

*A houseboat is boat whose predominant use is for a purpose other than navigation. Houseboat licences are only issued for boats with a long term mooring on a Canal & River Trust site which has planning consent for residential use.

When do you want the licence to begin? (dd/mm/yyyy)

What was the expiry date of the last licence held for this boat? (dd/mm/yyyy)

If there is a gap between these periods, where has the boat been kept?

3. Boat Details

Boat name

Canal & River Trust index number (5 or 6 digits). If licensed previously, the number should be displayed on either side of the boat

Length (including fenders) in metres (correct to one decimal place): · OR feet inches

Beam (width at widest part) in metres (correct to one decimal place): · OR feet inches

Draught in metres (correct to one decimal place): · OR feet inches
 Maximum depth below water line when loaded

Year of construction Tick here if boat is brand new

Hull material: Steel GRP Wood Aluminium Other

Type of boat: Narrow boat or barge Cabin cruiser Yacht Open boat Other

Type of propulsion: Diesel Petrol Electric Hybrid or other technology Sail Other unpowered

Engine: bhp OR Capacity [cc]

Name of builder/manufacturer (if known)

4. Boat Insurance

Name of insurance provider:

Policy number:

Expiry date (dd/mm/yyyy)

We do not need a copy of the insurance certificate, but we carry out random checks on declarations.

5. Boat Safety Certification

Please attach a copy of your current certification and enter the relevant details below:

- a. Boat Safety Scheme Certificate number
 Examiner's PIN number Expiry date (dd/mm/yyyy)
- b. Recreational Craft Directive Declaration of Conformity. Date of issue (dd/mm/yyyy)
 This declaration must be less than four years old (one year for 'sail-aways')
- c. Signed Exemption Declaration is enclosed (see licensing guide)

6. Home Mooring

Where will the boat be kept when not being used for cruising?

- At a home mooring site on a Canal & River Trust waterway

Waterway:

Mooring site name: Canal & River Trust site? Yes No

Name and address of mooring site operator if not Canal & River Trust

- At a home mooring site on a waterway operated by a different navigation authority

Name of navigation:

- Out of the water
 The boat cruises continuously

7. Declaration

Please tick the relevant boxes

- I am over 18 years old (not applicable if the application is for an unpowered boat)
 I understand that the licence does not permit the hiring out of the boat to anyone else.
 We may wish to send you other information about the waterways. Please tick if you do not want to receive this information from us.
 We may wish to share your details with our subsidiaries and other affiliated companies. Please tick this box if you do want your details shared.
 If you intend to use your craft for anything other than private pleasure use.

I confirm that I have read, understood and accept the licence terms and conditions and that the information I have given on this form is correct.

Applicant 1

Signed: Dated (dd/mm/yyyy)

Print Name:

Applicant 2

Signed: Dated (dd/mm/yyyy)

Print Name:

8. Calculating The Licence Fee

Rate shown on the fee table (prompt or full as applicable)

£ .

(The prompt payment price applies to boats being introduced to our waterways for the first time, providing that the licence is purchased before the boat enters the waterways. We will also allow the prompt rate for the brand new boats providing the application is received no later than two weeks after the issue date of the safety certification)

List any discounts you believe you are entitled to, by referring to the notes to the licence fee table:

£ .

If more than one discount applies, the value of each one is calculated on the declining net balance. For example, if the full fee is £300 and the boat is eligible for a prompt payment and historic boat discounts, the net payment would be $£300 - 10\% = £270 - 10\% = £243$.

£ .

Supporting evidence must be enclosed. If you need assistance with this, contact Customer Services.

Total fee payments:

£ .

N.B. For applications received more than 1 month after the start date, an additional late payment charge of £150.00 is payable

9. How To Pay

Cheque - payable to Canal & River Trust and crossed "A/C payee only"

Credit, Debit, or Maestro Card (a £7.50 charge will be applied to all credit cards, but not debit card payments).

Card number:

Start date (mm/yy): Expiry date (mm/yy):

Issue No. (Maestro) Cardholder signature:

Cardholder name and address if different from applicant

Name:

Address:

Direct Debit - we may research your credit history before allowing this option (12 month licences only)

One single instalment (Prompt payment rate applies providing application is made in advance of start date).



N.B. Providing you are a UK resident, the following instalments options are available.

5 instalments (5 equal payments of 20% of total fee)*

9 instalments (first payment is 20% of the total due. Remainder spread equally over the next 8 months)*

12 instalments (12 equal payments of the total fee) N.B. Your licence must be paid for in full by its expiry, we will adjust the instalments accordingly.

Please indicate the date each month when you would like us to collect your payment from your bank account:

1st 8th 16th 24th

*We may research your credit history before allowing this option.

You need to complete and enclose the separate Direct Debit Instruction form with your bank account details. This is downloadable from www.canalrivertrust.org.uk/boating/useful_downloads or from Customer Services (T 0303 040 4040). Once your Direct Debit is set up, we will automatically collect payment in respect of future licence renewals unless you advise us not to. We will notify you in advance of the payment dates and amounts.

Patron: H.R.H. The Prince of Wales. Canal & River Trust, a charitable company limited by guarantee registered in England and Wales with company number 7807276 and registered charity number 1146792, registered office address First Floor North, Station House, 500 Elder Gate, Milton Keynes MK9 1BB. VAT registration number 125 5119 37.