



Licence a Private Jetty

Section 7 Jetties Act 1926

1 Essex Street Fremantle WA 6160
PO Box 402 Fremantle WA 6959
Tel: 9435 7626
Fax: 9435 7808

Contact Details

Applicant/s name: (Please print)

Residential/company address: _____
(must be provided)

Postal address: _____

Phone no: home/business _____ mobile _____ facsimile _____
(must be provided)

email: _____

Structure Details

Location of structure: _____

Type of structure: _____

Dimensions of structure: _____

Maximum design vessel: (in metres) _____

Proposed use for structure: _____

Dated this _____ day of _____ 20 _____

Applicant/s signature: _____

Contact person: (please print) _____

Please forward a copy of your certificate of title or lease with your application or as soon as possible. Failure to do so will delay the processing of your application.

Office Use

Receipt number: _____ Receipt date: _____

[Important Information for the applicant](#)

The private jetty licence application form is to be completed and returned to the Department of Transport (DoT), Coastal Facilities, 1 Essex Street, Fremantle or PO Box 402, Fremantle WA 6959, with the following:

Checklist of required items:

- The application fee; Current fees can be found on the Department of Transport website.
NOTE: only the application fee should be sent with the application form.
- Copy of certificate of title or lease for the property near the site of the structure. The licence will only be issued in the name as it appears on the certificate of title or lease;
- Dimensional sketch (A4 size) illustrating the overall structure dimensions and its location in relation to the applicant's property; and
- A copy of any other relevant approvals.

The applicant must consult with other relevant authorities such as local government, the Department of Environment and Conservation, WA Planning Commission, Swan River Trust etc. DoT will only issue a licence with the agreement of the other authorities. Various policies apply as to what is an acceptable jetty in different locations and circumstances. For further details of these please contact the Maritime Licensing Officer on 9435 7626.

The receipt of a jetty licence from DoT does not alleviate the need for the applicant to obtain necessary development or building approval from other authorities with jurisdiction.

For licences to be issued in company names (as shown on the certificate of title or lease) the following must also be provided:

- A copy of the company's certificate of incorporation;
- The names and addresses of the company directors; and
- The company's ACN or ABN

Applicants should be aware of the public liability risk that accompanies having a jetty and the indemnity provided to the Chief Executive Officer in the DoT and the Crown under the licence. Licensees may wish to investigate obtaining public liability and other relevant insurance for their jetty.

When the subject property is sold, then the DoT should be notified. Please refer to the licence agreement, which states that "the licensee is not to assign or transfer the rights hereby conferred unless permission in writing is obtained from the licensor".

Application to transfer a jetty licence, received after the property sale, will be processed as normal however, should approval for transfer not be given for any reason, the repair or removal of the structure may remain the previous owner's responsibility (particularly if located on a public foreshore).

Therefore, before buying/selling a property with a jetty, you should check that:

- All licence fees in arrears have been paid; and
- The jetty structure is in a good and safe condition.