



Transfer a Public Jetty Licence

Section 7 Jetties Act 1926

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

Is your jetty clearly numbered? YES NO JETTY NUMBER: _____

Contact Details

Applicant/s name: (Please print)

Business address: _____
(must be provided)

Postal address: _____

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

email: _____

Structure Details

Location of structure: _____

Type of structure: _____

Maximum design vessel: (in metres) _____

Proposed use for structure: _____

Previous owner: _____

Dated this _____ day of _____ 20_____

Applicant/s signature: _____

Contact person: (please print) _____

Office Use

Receipt number: _____ Receipt date: _____

[Important Information for the applicant](#)

The application form to transfer a public jetty licence is to be completed and returned to the Department of Transport, 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.**
- Notification of Intention to Relinquish Jetty Licence (form A) which is written advice from the current licensee advising of the transfer;
- Confirmation that the number is displayed on the jetty structure. If the number is not displayed, and you do not know the number, please contact the Maritime Licensing Officer on 9435 7626 to be provided one. The number should be placed on such parts or parts of the jetty so as to be clearly visible from the shore and the water.

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 transferred to another agency, 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 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.

Therefore, before transferring a property with a jetty, you should check that:

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