



# Boat Transfer Form

Notification of change of ownership

## Instructions

### The seller is to:

- complete the **red** sections on the purchaser's copy of this form ensuring all joint registered owners have signed;
- remove the **red** seller's copy and give the purchaser the rest of this form;
- give the purchaser the Boat Registration Certificate;
- give the purchaser the **pink** HIN Certificate (*unless a certified HIN is already recorded on the Boat Registration Certificate*); and
- lodge the completed **red** seller's copy with the Department within seven (7) days of the date of sale of the boat.

### The purchaser is to:

- complete the **blue** sections of this form ensuring all joint owners have signed;
- ensure the **red** seller's copy has been removed and is retained by the seller; and
- lodge the completed **blue** purchaser's copy and payment with the Department within fifteen (15) days of the date of purchase.

## Hull Identification Number (HIN) Requirements

- For transfer to take place the seller must obtain a **pink** HIN Certificate prior to selling the boat, unless a certified HIN is already recorded on the Boat Registration Certificate.
- The onus is on the seller to obtain a HIN Certificate from a registered HIN provider. Visit our website, <http://www.transport.wa.gov.au/imarine/19363.asp> for the latest list of HIN providers.
- If there is a HIN number on the boat but the number does not appear on the Boat Registration Certificate the HIN needs to be certified by an authorised HIN provider.
- The Department will not accept a boat transfer form without a certified HIN.

## Purchaser to Submit this Application

### If submitting in person check that you have:

- the signed **blue** copy of this boat transfer form;
- the Boat Registration Certificate;
- the **pink** copy of the HIN Certificate — photocopies will **not** be accepted (*unless a certified HIN number appears in the boat details section on the Boat Registration Certificate*);
- your proof of identity documents. Proof of identity must be produced to the Department, Licensing Officer or Agent before this boat transfer can be accepted (*acceptable proof of identity documents are listed on the back of the Purchaser's Copy of this form*);
- pay the prescribed transfer fee (*for current fee please see [www.transport.wa.gov.au/imarine/19126.asp](http://www.transport.wa.gov.au/imarine/19126.asp)*). Failure to comply may incur an infringement; and
- submit these documents and payment to the Department within fifteen (15) days of the date of purchase.

### If submitting by mail:

- Applicants intending to complete their transfer by mail must submit a copy of their proof of identity or have the proof of identity section on the back of the **blue** purchaser's copy verified by either a Police Officer, BoatCode Provider or Justice of the Peace.
- Pay the prescribed transfer fee. For current fee please contact the Department on the number below or go onto our website [www.transport.wa.gov.au/imarine/19126.asp](http://www.transport.wa.gov.au/imarine/19126.asp) for current fees and charges.

### Please address mail applications to:

Department of Transport  
PO Box 402 Fremantle WA 6959

## Privacy Statement

The information submitted within this form may be used for the purpose of compliance with and enforcement of the WA Marine Act 1982. It may also be disclosed to any person who, in the Director General of the Department of Transport's view, has legitimate interest in obtaining information from the Department.







# Boat Transfer – Purchaser’s Copy

OFFICE USE ONLY				

- The seller/s must complete all red sections of this form and the purchaser/s must complete all blue sections.
- If the vessel is owned and/or is to be purchased in joint names then all sellers and/or purchasers must sign.
- If the purchaser intends to submit this form by mail they must have completed the POI section on the back of this form or submit a photocopy of their POI documents.
- The purchaser must submit this copy and payment to the Department within fifteen (15) days of the date of purchase.

### Seller Details (if in joint names: please complete details of all joint owners on the additional owners form and submit with this application)

Organisation (if applicable): \_\_\_\_\_ ACN: \_\_\_\_\_

Surname: \_\_\_\_\_ Other names: \_\_\_\_\_

Driver’s Licence No: <sup>(block Letters)</sup>

Date of birth: day \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_

Residential address: \_\_\_\_\_  
(PO Box No is not acceptable, registration will not be issued unless residential address is supplied)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone home: (\_\_\_\_) \_\_\_\_\_ business or mobile: (\_\_\_\_) \_\_\_\_\_

### Purchaser Details (if in joint names: Please complete details of all joint owners on the additional owners form and submit with this application)

Organisation (if applicable): \_\_\_\_\_ ACN: \_\_\_\_\_

Surname: \_\_\_\_\_ Other names: \_\_\_\_\_

Driver’s Licence No: <sup>(block letters)</sup>

Date of birth: day \_\_\_\_\_ month \_\_\_\_\_ year \_\_\_\_\_

Residential address: \_\_\_\_\_  
(PO Box No. is not acceptable, registration will not be issued unless residential address is supplied)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone home: (\_\_\_\_) \_\_\_\_\_ business or mobile: (\_\_\_\_) \_\_\_\_\_

Postal address: \_\_\_\_\_  
(if different to residential)

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Email address (if applicable): \_\_\_\_\_

### Vessel Details (Boat Registration Number Mandatory)

Vessel name: \_\_\_\_\_ Registration number:      Expiry date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

HIN:   -

Hull colour: \_\_\_\_\_ Superstructure colour: \_\_\_\_\_

### Vessel Location (Where will the vessel normally moored or kept?)

Home  Pen  Boat Yard/Hard Stand  Mooring  Private Jetty

Town or Suburb where the vessel will be kept: \_\_\_\_\_ Do you keep your boat on a trailer  Yes  No

### Declaration

I hereby declare that the information contained in this form is accurate. I understand that if any information is omitted or is found to be incorrect this registration may be cancelled without notice.

#### Seller’s Declaration (all joint sellers must sign)

\_\_\_\_\_  
seller’s signature

\_\_\_\_\_  
seller’s name

\_\_\_\_\_  
joint seller’s signature

\_\_\_\_\_  
joint seller’s name

Date of sale: \_\_\_\_\_

#### Purchaser’s Declaration (all joint purchasers must sign)

\_\_\_\_\_  
purchaser’s signature

\_\_\_\_\_  
purchaser’s name

\_\_\_\_\_  
joint purchaser’s signature

\_\_\_\_\_  
joint purchaser’s name

Date of sale: \_\_\_\_\_

Dealers please ensure that the Agents Authority section on the reverse side of this form is completed if acting on behalf of the customer.

## Dealers

Please complete below if you are authorised to act for/as the registered owner of this vessel on behalf of all/any interested parties and that the information contained in this form is accurate.

Dealer's Name: \_\_\_\_\_ Dealer's Signature: \_\_\_\_\_ Purchaser's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Proof of Identity (POI)

If you intend to submit this form by mail you must submit a copy of your proof of identity or have your POI verified, in the section below, by an authorised POI witness:

a Police Officer, a BoatCode Provider or a Justice of the Peace.

If you intend to submit this form in person you must provide POI documents to the Department, Licensing Officer or Agent before this form can be accepted.

## Applicants must submit one full POI (no other proof required) document, including:

- a current photographic driver's licence issued within Australia;
- a current Australian passport;
- a current photographic identification (*Government issued only*).

## Secondary POI

If no full POI document is available, applicants will require two (2) secondary forms of identification including:

- a current non-photographic driver's licence issued within Australia;
- a foreign passport or foreign document of identity that is current or has expired within the last two (2) years;
- a full birth certificate, or an extract of birth certificate (*must be certified copy from issuing body*);
- a current credit card/account card, passbook or account statement not more than twelve (12) months old;
- a telephone, gas or electricity bill not more than twelve (12) months old;
- a water rates, council rates or land evaluation notice not more than two (2) years old;
- an electoral enrolment card or other evidence of enrolment not more than two (2) years old.

## Company POI

If the vessel is to be registered in a company name the following documents are also required:

- a Certificate of Incorporation of the company (*or a certified copy*);
- a document displaying evidence of ACN.

This application form must be signed by a Director or Company Secretary, in addition POI for the nominated contact person is required.

## POI Official Use Only

Full POI Y/N Document No: \_\_\_\_\_

Primary POI Y/N Document No: \_\_\_\_\_

Secondary POI Y/N Document No: \_\_\_\_\_

Signature of Authorised Officer: \_\_\_\_\_ Title: \_\_\_\_\_

**Official Stamp**

## Statutory Declaration

If you cannot provide sufficient evidence of acquisition/ownership of the boat you must complete the Statutory Declaration of Boat Ownership and submit it with this application.

A statutory declaration may be made before:

Academic (post-secondary institution)	Doctor	Physiotherapist
Accountant	Engineer	Podiatrist
Architect	Industrial Organisation Secretary	Police Officer
Australian Consular Officer	Insurance Broker	Post Office Manager
Australian Diplomatic Officer	Justice of the Peace	Psychologist
Bailiff	Lawyer	Public Notary
Bank Manager	Local Government CEO or deputy CEO	Public Servant (State or Commonwealth)
Chartered Secretary	Local Government Councillor	Real Estate Agent
Chemist	Loss Adjuster	Settlement Agent
Chiropractor	Marriage Celebrant	Sheriff or Deputy Sheriff
Company Auditor or Liquidator	Member of Parliament (State or Commonwealth)	Surveyor
Court Officer (Judge, Magistrate, Registrar or Clerk)	Minister of Religion	Teacher
Defence Force Officer (Commissioned, Warrant or NCO with five (5) years continuous service)	Nurse	Tribunal Officer
Dentist	Optometrist	Veterinary Surgeon
	Patent Attorney	

The organisation or company seal together with a declaration must be signed by an office bearer, Director or Company Secretary on a separate sheet of paper if this vessel is to be placed in an organisation/company name.

## Submitting This Form

- The purchaser must submit this copy to the Department of Transport within fifteen (15) days of purchasing the boat.
- Prior to submitting this form please check that the details on the registration papers match the boat you have purchased. If there are any discrepancies please complete and attach a change of vessel details form and submit it with this application.

Please address mail applications to:  
Department of Transport, PO Box 402 Fremantle WA 6959.



## The Seller

For transfer to take place you **must** obtain a HIN Certificate prior to selling your boat, unless a certified HIN is already recorded on the Boat Registration Certificate.

The seller is to:

- complete the boat transfer form ensuring **all** registered owners have signed;
- lodge this slip with the Department within seven (7) days of the sale of the boat;
- give the purchaser the completed boat transfer form ensuring that this tear off slip has also been completed and retained;
- give the purchaser the **pink** HIN Certificate (*unless a certified HIN is already recorded on the Boat Registration Certificate*); and
- give the purchaser the Boat Registration Certificate (*if available*).

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