

Boat Licence Application Form 3, 6 or 12 months

Canal & River Trust Use Only Contract: Billing: Billing:	f /canalrivertrustboating		
 Return your completed form to: Canal & River Trust, Boat Licensing Team, National Waterways Mus South Pier Road, Ellesmere Port, Cheshire, CH65 4FW. 	seum Ellesmere Port, Check your application All questions		
 Please refer to our guide to boat licensing at: canalrivertrust.org.uk/licensing or contact us for a paper copy or Customer Services on 0303 040 4040 (Monday to Friday 8am to 6 Holidays 9am to 5pm. Calls charged at local rate). 	contact completed correctly?		
 You must complete the form in full. If information is missing or incoreturn it to you and you may risk losing the advantage of the promp Allow 15 working days for us to process your application. 			
 Please be aware you can apply for your licence online at: canalrivertrust.org.uk/licensing. 	declaration		
• If you plan to offer the boat for hire or reward, you must have a bus	siness licence. Please ask for the special form.		
 You will need a CRT (Yale) Key to access most of our sanitary facilities and some swing and lift bridges. Keys and other boating items can be purchased on our Online Shop – canalrivertrust.org.uk/shop or by calling our Customer Service Team on 0303 040 4040. 			
Please complete this form using BLOCK CAPITALS using black ink. Wh	here 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	Applicant 2		
	If you have a Canal & River Trust Account Number please enter it here:		
Boat index number:	Boat index number:		
Title: Mr Mrs Miss Ms Dr Other	Title: Mr Mrs Miss Ms Dr Other		
First names:	First names:		
Surname:	Surname:		
House number/name:	House number/name:		
Street name:	Street name:		
Postal town:	Postal town:		
County:	County:		
Postcode:	Postcode:		
Telephone:	Telephone:		
Mobile number:	Mobile number:		
Email:	Email:		
Date of birth (dd/mm/yyyy):	Date of birth (dd/mm/yyyy):		
If you lived at the above address less than 3 years please enter previous address: If you lived at the above address less than 3 years please enter previous address:			



Boat Licence Application Form continued

2. Licence required			
Period: 12 months 6 months 3 months			
Type: Canal & River River only Houseboat* *Houseboat is a boat not used for navigation with a home 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): 0 1			
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 – correct to one decimal place): Metres or Feet and Inches or Feet and Inches			
Beam (width at widest part – to one decimal place): Metres or Feet and Inches			
Draught (Max. depth below water line when loaded - to one decimal place): Metres or Feet and Inches			
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.



Boat Licence Application Form continued

5. Boat safety certification			
Please enter the relevant details below:			
a. Boat Safety Scheme Certificate number:			
Examiner's PIN: 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			
Name of 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 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.			
If you intend to use your craft for anything other than private pleasure use.			
Your privacy: At the Trust, we take processing your data seriously and your details will be dealt with in accordance with the Trust's Privacy Policy.			
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 Signature			
Date (dd/mm/yyyy):			
Print Name:			
Applicant 2 Signature			
Print Name:			



Boat Licence Application Form continued

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 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 on 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 discount and a historic boat discount, the net payment would be £300 minus 10% (prompt payment discount) = £270 and then minus 10% (historic boat discount) = £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 is payable.		
9. How to pay		
Credit, Debit, or Maestro Card (a £7.50 charge will be applied to all credit cards, but not debit card payments) Please be aware you can now licence your craft online at canalrivertrust.org.uk/licensing or by phoning our customer service team on 0303 040 4040 using your debit or credit card. If you still want to post your application then please make sure your contact number is correct as we will need to call you for payment on receipt of your application and if we are unable to contact you this will cause a delay in issuing your licence.		
Direct Debit		
One single instalment (Prompt payment rate applies providing application is made in advance of N.B. Providing you are a UK resident, the following instalments options are available.	i start date). DIRECT Debit	
5 instalments (5 equal payments of the total fee)*		
9 instalments (9 equal payments of the total fee)*		
12 instalments (12 equal payments of the total fee)* Please indicate the date each month when you would like us to collect your payment from your 1st 8th 16th 24th N.B. Your licence must be paid for in full by its expiry, we will adjust the instalments accordingly		
*We may research your credit history before allowing this option.	•	
Cheque – payable to Canal & River Trust and crossed "A/C payee only"		

Please complete and enclose the separate Direct Debit Instruction form with your bank account details.

This is downloadable from canalrivertrust.org.uk/boating/licensing/application-forms-fees-and-useful-downloads or from Customer Services on 0303 040 4040. We will notify you in advance of the payment dates and amounts.

Sign up to a monthly newsletter at canalrivertrust.org.uk/my-trust/register to receive updates and the latest news from the Canal & River Trust via email.

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.