

permit

In order to operate a commercial passenger trading operation or a hire and driver operation on the Yarra River (including Victoria Harbour and Docklands) or the Maribyrnong River, you will require a Trading Vessel Permit (TVP).

Parks Victoria is the delegated authority under the *Water Industry (Waterways Land) Regulations 2002* for the navigable waters of the Yarra River from Dights Falls to the Bolte Bridge (including Victoria Harbour) and the Maribyrnong River (regulated waterways land). Parks Victoria is therefore responsible for the issuing of Trading Vessel Permits for all commercial passengers trading or hire and driver operations conducted on regulated waterways land.

APPLICATION PROCESS AND TIMELINES

1. You must complete and lodge a TVP application form with all supporting documents as required by Parks Victoria.
2. Parks Victoria will undertake an assessment of your application within 21 days of lodgement.
3. Parks Victoria will request further information if sufficient material is not supplied – this will delay your application.
4. Parks Victoria will provide a response detailing its decision to approve or reject your application for a TVP.
5. If approved, a TVP will be issued for your signature and the permit fee will become due and payable.
6. Upon receipt of the permit fee, Parks Victoria will issue you with a TVP sticker for each vessel, as per your approved application. The sticker should be attached to the internal surface of the vessel/s window, immediately adjacent to the passenger access. The TVP sticker is proof of compliance of the *Water Industry (Waterways Land) Regulations 2002*.

ENFORCEMENT

In enforcing the *Water Industry (Waterways Land) Regulations 2002* as the delegated authority of regulated waterways land, Parks Victoria Authorised Officers ensure that:

- Regulation 13 & 14, a trading vessel and/or hire and drive vessel must not operate without a vessel permit.
- Regulation 17, the holder of a trading vessel permit and/or a hire and drive vessel permit comply with the term and conditions of the permit.
- Regulation 18, the holder of a trading vessel permit and/or a hire and drive vessel permit must cause to be prominently displayed a TVP sticker on each vessel operated or hired under the permit.
- As per the TVP vessels are maintained in a good condition, to the satisfaction of Parks Victoria.

Penalties apply to breaches of the Water Industry (Waterways Land) Regulations 2002.

For further information,
please contact Parks Victoria's
Waterways District.

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121

Telephone
(03) 9426 4666

Parks Victoria Trading Vessel/Hire and Drive Permit Application Forms can be downloaded from Parks Victoria's website www.parks.vic.gov.au

Water Industry Act 1994 & Water Industry (Waterways Land) Regulations 2002 can be downloaded from the Victorian Legislation website www.legislation.vic.gov.au

In order for Parks Victoria to assess your application please complete and provide the following information:

1. Applicant Details Form.
2. Vessel Details Form, including photo/s of vessel/s.
3. Business Details:
 - i. Detailed description of proposed area of operation and routes;
 - ii. Proposed target market;
 - iii. Details of any existing berthing and trade arrangements in place;
 - iv. Description of tourism objectives.
4. Certificate of Survey for each vessel requiring a permit as supplied by Transport Safety Victoria.
5. Safety Management Plan as approved by Transport Safety Victoria.
6. Insurance: –
 - 6.1 Certificate of Currency as evidence of the applicant's cover for public, and if relevant, products liability insurance policy for not less than \$20 million in respect of any single claim arising out of the applicant's functions, operations and any other activities incidental thereto, including its Marine Activities, and covering the applicant's legal liability arising out of injury to persons (death, sickness, disease) or loss or damage to property;
 - 6.2 Certificate of Currency as evidence of the applicant's cover for comprehensive insurance for the proposed permitted vessel(s);
 - 6.3 The applicant's Certificates of Insurance must note the following Interested Parties:
 - i. State of Victoria.
 - ii. The Director, Transport Safety and Transport Safety Victoria, on behalf of the State of Victoria.
 - iii. Parks Victoria on behalf of The Department of Sustainability & Environment.
7. Trading Vessel/Hire and Drive Permit Checklist.

Completed application forms and supporting documents should be addressed to:

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121
Telephone (03) 9426 4666

For further information,
please contact Parks Victoria's
Waterways District.

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121

Telephone
(03) 9426 4666

Trading name

Business address (not a PO Box)

Postal address

Business ACN

Business ABN

Proprietor/s

Proprietor/s contact details

Phone

Fax

Mobile

Email

Permit sought (please tick)

Trading Vessel Permit

Hire and Drive Permit

Permit Fee (per annum)

Trading Vessel Permit (commercial passenger vessels only)

- Vessel with toilet \$733.20 per vessel per annum
- Vessel without toilet \$366.60 per vessel per annum

Hire and Drive Permit

- Motorised Hire and Drive Vessel \$183.30 per vessel per annum

Above fees applicable from 1 July 2011

Permit start date

Expiry date

For further information,
please contact Parks Victoria's
Waterways District.

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121

Telephone
(03) 9426 4666

Vessel 1 details

Vessel name	<input type="text"/>	Vessel registration	<input type="text"/>	Passenger capacity	<input type="text"/>
Permit type	<input type="checkbox"/> Trading Vessel Permit	Waterway	<input type="checkbox"/> Yarra River	Toilet	<input type="checkbox"/> Yes
	<input type="checkbox"/> Hire and Drive Permit		<input type="checkbox"/> Maribyrnong River		<input type="checkbox"/> No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

Vessel 2 details

Vessel name	<input type="text"/>	Vessel registration	<input type="text"/>	Passenger capacity	<input type="text"/>
Permit type	<input type="checkbox"/> Trading Vessel Permit	Waterway	<input type="checkbox"/> Yarra River	Toilet	<input type="checkbox"/> Yes
	<input type="checkbox"/> Hire and Drive Permit		<input type="checkbox"/> Maribyrnong River		<input type="checkbox"/> No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

Vessel 3 details

Vessel name	<input type="text"/>	Vessel registration	<input type="text"/>	Passenger capacity	<input type="text"/>
Permit type	<input type="checkbox"/> Trading Vessel Permit	Waterway	<input type="checkbox"/> Yarra River	Toilet	<input type="checkbox"/> Yes
	<input type="checkbox"/> Hire and Drive Permit		<input type="checkbox"/> Maribyrnong River		<input type="checkbox"/> No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

Vessel 4 details

Vessel name	<input type="text"/>	Vessel registration	<input type="text"/>	Passenger capacity	<input type="text"/>
Permit type	<input type="checkbox"/> Trading Vessel Permit	Waterway	<input type="checkbox"/> Yarra River	Toilet	<input type="checkbox"/> Yes
	<input type="checkbox"/> Hire and Drive Permit		<input type="checkbox"/> Maribyrnong River		<input type="checkbox"/> No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

Vessel 5 details

Vessel name	<input type="text"/>	Vessel registration	<input type="text"/>	Passenger capacity	<input type="text"/>
Permit type	<input type="checkbox"/> Trading Vessel Permit	Waterway	<input type="checkbox"/> Yarra River	Toilet	<input type="checkbox"/> Yes
	<input type="checkbox"/> Hire and Drive Permit		<input type="checkbox"/> Maribyrnong River		<input type="checkbox"/> No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

For further information, please contact Parks Victoria's Waterways District.

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121

Telephone
(03) 9426 4666

Vessel 6 details

Vessel name Vessel registration Passenger capacity

Permit type Trading Vessel Permit Hire and Drive Permit

Waterway Yarra River Maribyrnong River

Toilet Yes No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

Vessel 7 details

Vessel name Vessel registration Passenger capacity

Permit type Trading Vessel Permit Hire and Drive Permit

Waterway Yarra River Maribyrnong River

Toilet Yes No

Fee applicable (Office Use Only)
733.20 / 366.60 / 183.30

I have attached a photo of each vessel contained within this Vessel Details Form.

Checklist

- Applicant details form Yes No
- Vessel details Yes No (Please attach a photo of the vessel(s) to the Vessel Details form)
- Business details Yes No (Please answer the specific questions and attach a copy to this form)
- Certificate(s) of survey Yes No (Please attach a copy of the certificate to this form)
- Safety management plan Yes No (Please attach a TSV approved plan to this form)
- Public / Product liability insurance \$20M Yes No (Please attach a copy of the policy to this form)
- Vessel insurance Yes No (Please attach a copy of the certificate to this form)

Please return all sections of the Trading Vessel/Hire and Drive Vessel Application.
I certify that all the information I have provided to Parks Victoria is correct and current.

Name

Position

Signature

Date

For further information,
please contact Parks Victoria's
Waterways District.

Parks Victoria
Waterways District
Barkly Avenue
Burnley VIC 3121

Telephone
(03) 9426 4666