

# Transport for NSW Application for Transfer of Vessel Registration



## How to use this form:

- if you cannot provide an original Certificate of Registration, complete pages 1-3 of this form
- if you cannot provide an acceptable receipt, complete the Statutory Declaration on page 4 of this form
- if you cannot provide either an original Certificate of Registration or an acceptable receipt, complete the entire form - pages 1-4.

If you cannot provide an original Certificate of Registration showing the vessel's HIN, you must also provide a HIN (Boatcode) certificate.

## Important:

- Please ensure you have addressed/supplied all the items listed on Page 4 prior to submitting your application otherwise your application will not be processed.
- Applications must be accompanied by the prescribed fee (cheque or money order if mailing application). For current fees visit [nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/fees-and-concessions](http://nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/fees-and-concessions)
- An application must be completed by mail or in person at a service centre within 14 days of purchasing/acquiring a vessel.
- You must be at least 16 years of age to register a vessel.
- For more information on transferring your registration visit [nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/transfer-registration](http://nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/transfer-registration) or phone 13 77 88.

## Details of new owner

Surname .....

Given name(s) .....

Gender  M  F  X Date of birth ...../...../.....

Are you of Aboriginal and/or Torres Strait Islander origin?  
 Yes  No

Organisation (if applicable) .....

ACN .....

Residential/business address (PO Box No. is not acceptable – application will not be processed unless residential/business address is supplied)  
 .....  
 .....

Suburb ..... State ..... P/code .....

Postal address (If same as residential/business please write "as above")  
 .....  
 .....

Suburb ..... State ..... P/code .....

Telephone  
 Private ( ) ..... Business ( ) .....

Mobile ( ) .....

E-mail .....

## Nominated contact of the organisation

(written authorisation on organisation's letterhead required)

Surname .....

Given name(s) .....

Gender  M  F  X Date of birth ...../...../.....

Are you of Aboriginal and/or Torres Strait Islander origin?  
 Yes  No

Residential address (PO Box No. is not acceptable – application will not be processed unless residential address is supplied)  
 .....  
 .....

Suburb ..... State ..... P/code .....

Postal address (If same as residential please write "as above")  
 .....  
 .....

Suburb ..... State ..... P/code .....

Telephone  
 Private ( ) ..... Business ( ) .....

Mobile ( ) .....

E-mail .....

## Have you previously been issued with a maritime product?

(Boat Driving Licence, Vessel Registration, Mooring Licence)

Yes  No If yes, provide product numbers (if known) .....



## Engine details

Applications may not be accepted without engine details (if more than two engines supply details on a separate sheet)

### Engine particulars – 1st engine

#### Propulsion

- Inboard  
 Outboard  
 Sterndrive

#### Fuel

- Petrol  
 Diesel  
 Other (Please specify): .....

Manufacturer's name .....

Serial no. (please specify) .....

Horsepower ..... Kilowatt .....

### Engine particulars – 2nd engine

#### Propulsion

- Inboard  
 Outboard  
 Sterndrive

#### Fuel

- Petrol  
 Diesel  
 Other (Please specify): .....

Manufacturer's name .....

Serial no. (please specify) .....

Horsepower ..... Kilowatt .....

## Personal information collection notice

Your privacy is important to us and our privacy statement explains why we collect your personal information and how we will manage it. You can obtain a copy of our privacy statement at [transport.nsw.gov.au](http://transport.nsw.gov.au) or by calling us to request a copy on **13 12 36**.

## Declaration

I declare that I am the owner or am authorised to act on behalf of the owner of this vessel (and any interested parties) and that the information supplied in this form is true and correct.

I understand that if any material information in this application is found to be false, misleading, inadequate or incorrect, the vessel registration may be cancelled.

Owner's signature ..... Date ...../...../.....

## Representative's authority

I authorise the person named below to register this vessel in my name

Owner's signature .....

## Representative's details

Surname ..... Given name(s) .....

Address or daytime contact phone no. ....

Representative's signature ..... Date ...../...../.....

## Proof of identity

This section must be completed for all applicants. The applicant's proof of identity must be verified by an authorised signatory. Acceptable signatories are any Service NSW Officer, Police Officer, Justice of the Peace, Judge, Magistrate, Bank Manager, Legal Practitioner or School Principal.

### Authorised signatory's use

Full proof of ID: Document name: ..... No. ....

Primary proof of ID: Document name: ..... No. ....

Secondary proof of ID: Document name: ..... No. ....

Authorised signatory's name .....

Authorised signatory's signature .....

Name of agency: ..... Date ...../...../.....

Official  
stamp  
(if applicable)

## Official use only: (Representative's identification)

Full proof of ID: Document name: ..... No. ....

Primary proof of ID: Document name: ..... No. ....

Secondary proof of ID: Document name: ..... No. ....

Authorised signatory's name .....

Authorised signatory's signature ..... Date ...../...../.....

Official  
stamp

## Statutory declaration - Vessel ownership

I, .....  
(Full name)

of .....

.....  
(Full address)

in the State of New South Wales, in making this application  
**do solemnly and sincerely declare that**

I am the sole owner or at least the equal majority shareholder  
and registered owner of the following vessel:

Vessel registration number .....

.....

HIN (Boatcode) .....

Vessel type .....

Vessel length (metres) .....

Vessel name (if applicable) .....

It is understood, and accepted, that the above vessel was  
lawfully obtained by me and that I am entitled to be registered  
as the owner by Transport for NSW.

**Note:** Transport for NSW notes that in addition to action which may be  
taken for making a false Statutory Declaration, the provision of false  
information may result in cancellation of the vessel registration.

**I make this solemn declaration conscientiously believing it  
to be true and by virtue of the *Oaths Act, 1900*.**

**Made and declared at** .....

.....

this ..... day of ..... 20\_\_ \_\_

Applicant's signature .....

In the presence of an authorised witness who states:

I, .....  
[Name of authorised witness]

A, [qualification of authorised witness, tick below]

Justice of the Peace .....  
[Supply JP number]

Legal practitioner (with a current practising certificate)

Notary Public

Certify the following matters concerning the making of this  
statutory declaration by the person who made it:

[\*please cross out the text that doesn't apply]

1. \* I saw the face of the person

**or**

\* I did not see the face of the person because the person  
was wearing a face covering, but I am satisfied that the  
person had a special justification for not removing the  
covering, and

2. \* I have known the person for at least 12 months

**or**

\* I have not known the person for at least 12 months, but I  
have confirmed the person's identity using an identification  
document and the document I relied on was:

.....  
[describe identification document relied on]

.....  
(signature of authorised witness)

.....  
(date)

### Check list

To allow your application to be processed the following must be supplied where applicable

- Prescribed fee (cheque or money order if mailing application). For current fees visit [nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/fees-and-concessions](http://nsw.gov.au/driving-boating-and-transport/boat-and-vessel-registration/fees-and-concessions)
- HIN (Boatcode) certificate
- Proof of identity
- Proof of acquisition (bill of sale/ receipt) or Statutory Declaration
- Copy of Certificate of Incorporation, Certificate of Registration, an Extract of the Company, a Certificate of Registration on Change of Name, extract from the ASIC website, or letter naming the Act under which the organisation is incorporated
- Written authorisation, on organisation's letterhead, for the nominated representative to act on behalf of the applicant
- Representative's authority (if applicable)
- Certified copy of concession card (both sides) if applicable.

### Please submit completed form and required documentation:

#### In person

At any Service NSW centre

#### By mail

Agency Business Centre

PO Box 21

Parkes NSW 2870