

**FORM PAB 3  
Port of Apollo Bay  
Application for Slipping and Launching**



**PART 1: REGISTRATION**

I/We \_\_\_\_\_ of \_\_\_\_\_  
(Full Name) (Residential Address)

Telephone \_\_\_\_\_ being the registered owner(s) of the vessel described below, hereby apply for permission for that vessel to be slipped and occupy the slipway for \_\_\_\_\_ days commencing on \_\_\_\_\_

VESSEL NAME \_\_\_\_\_ VESSEL LENGTH \_\_\_\_\_ (metres)

VESSEL WEIGHT \_\_\_\_\_ (tonne) REGISTRATION NO. \_\_\_\_\_

IN CONSIDERATION of the Colac Otway Shire slipway space for my/our use and occupation, I/We agree to pay the fees requested by the Colac Otway Shire and comply with the Conditions of Use and occupation as detailed on the reverse side of this application form which I/We have read and understood.

An application deposit (equal to first days storage fee) of \$ \_\_\_\_\_ has been paid.

Receipt No \_\_\_\_\_ Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**PART 2: SLIPWAY CHARGES in accordance with Schedule of Rates**

Time and date slipped \_\_\_\_\_ am/pm on \_\_\_\_/\_\_\_\_/\_\_\_\_

Time and date launched \_\_\_\_\_ am/pm on \_\_\_\_/\_\_\_\_/\_\_\_\_

Fee Description	Qty.	Price per	Total
Slipping/Launching	1		
Storage	days @		
	@		
	@		
	@		
		TOTAL:	
		Less deposit paid:	
		Amount now due:	

Signature of Slip Person \_\_\_\_\_

Date \_\_\_\_\_

**PART 3: REQUEST FOR LAUNCHING FROM SLIPWAY**

I/We hereby request the launching of the above named vessel from the slipway having agreed with and paid the slipways charges shown above.

Receipt No \_\_\_\_\_ Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**This copy to be handed to Slipway User after completion of Part 3**

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**SLIPWAY CONDITIONS OF USE**

1. A separate application shall be made for each vessel. Approval to slip vessel is not transferable to another vessel.
2. The applicant, or any person working on the vessel in or about the slipway, uses the slipway/storage area at their own risk on the explicit understanding that neither the Colac Otway Shire ("the Authority") or its servants or agents will be liable in any manner whatsoever for any loss or damage suffered by any person whilst the vessel is being slipped, is on the slipway or is being launched from the slipway.
3. The applicant shall furnish to the Authority all details requested in relation to the vessel prior to slipping the vessel.
4. The fees payable for using the slipway/storage area are set out in the current schedule of rates, a copy of which is available on request.
5. The application to use the slipway/storage area shall not be registered until a non-refundable application deposit as per current schedule of rates is paid and all required information has been provided to the satisfaction of the Authority. The deposit shall be forfeited in the event that the applicant cancels his/her slipway booking.
6. The applicant acknowledges that Colac Otway Shire reserves the right to reject an application for use of the slipway/storage area notwithstanding that the application has been previously accepted and all fees have been paid. The applicant acknowledges that the Authority is not liable for any loss or damage, which may be suffered by the applicants or any other person arising from such rejection of the application.
7. The Authority will use its best endeavours to ensure that the slipway is available for the time stated on the application. In the event that the slipway is not available, the applicant acknowledges that the Authority will not be liable for any loss or damage suffered by the applicant or any other person arising from such non availability.
8. The applicant shall ensure that a crew of sufficient numbers and expertise are on board the vessel during the slipping procedure. Failure to do so shall be assessed in the sole judgement of the Authority, and may result in the Authority countermanding the application and denying access to the slipway.
9. All movements or trials of the vessel are carried out at the sole risk of the applicant. It is the applicants responsibility to ensure that all work undertaken on the slipway and in the storage area complies with all relevant laws and regulations associated with such work. The applicant is responsible for making his/her own enquiries concerning the requirements of these laws and regulations. In the event that the applicant does not comply with any applicable laws and regulations, the Authority reserves the right to cancel the application and refuse the applicant the right to further occupy the slipway.
10. Any losses or damage to the equipment in the slipway/storage area in the slipway occupancy period, shall be paid for by the applicant.
11. No dry sand blasting permitted.
12. Grit or wet sand blasting will be carried out only at the direction of the Authority. The applicant must comply with all requirements imposed by the Authority and other statutory Authorities. Any extra costs incurred by the Authority in administering such work shall be paid for in advance by the applicant.
13. In the event that the vessel is not removed from the slipway by the due date, the Authority reserves the right to remove the vessel and any extra costs incurred by the Authority in undertaking such work shall be paid for by the applicant.
14. Extension of time for occupation of the slipway may be granted by the Authority upon receipt of a further application in writing and payment of the fee specified in the schedule of rates.
15. The applicant is responsible for leaving the slipway/storage area in a clean and tidy condition. The Authority reserves the right to clean and tidy the area. Any costs incurred by the Authority in this regard will be paid for by the applicant. The slipway/storage area shall be cleaned and tidied to the satisfaction of the Authority.
16. Vessels shall not be launched from the slipway without prior approval of the Authority and until all fees in relation to that vessel have been paid to the Authority.
17. Ensure compliance with the Port of Apollo Bay – Safety and Environmental Management Plan (SEMP) at all times whilst operating within the Harbour.
18. Any painting carried out on or around the slipway area shall comply with the code of practice for antifouling and painting as specified in the ANZECC to protect the marine environment.
19. Vessels will be slipped and launched during normal business hours (Monday to Friday, 7:30am to 4:30pm excluding public holidays and rostered days off). The applicant agrees to pay costs associated with any requirement to slip or launch a vessel outside normal business hours.

**DECLARATION:**

*The Colac Otway Shire Council collects personal information to levy rates, issue permits and licences and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed onto third parties. In some instances however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details or require further information about Council's Privacy Policy contact our Privacy Officer on 5232 9400.*

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*Induction of slipway users:*

Public Liability Insurance (contractors and commercial slipway users).	Provider:	Policy Number:
WorkCover Insurance (contractors and commercial slipway users).	Provider:	Employer Number:
Accident Illness insurance (for non-commercial slipway users).		Insurer & Policy Number:

**Initial.**

I understand that work cannot commence unless I have completed a JSEA/SWMS detailing all risks and appropriate controls for the tasks I am undertaking.																			
I understand Port of Apollo Bay procedures including but not limited to: <table border="1" style="margin-left: 40px;"> <tr><td>Compilation and use of JSEA/SWMS</td><td></td></tr> <tr><td>The requirement for Hot Work and Enclosed Space Entry permits</td><td></td></tr> <tr><td>Evacuation</td><td></td></tr> <tr><td>Reporting of: Hazard</td><td></td></tr> <tr><td>                    Incident and Injury</td><td></td></tr> <tr><td>                    Damage</td><td></td></tr> <tr><td>Access to and Security of work area</td><td></td></tr> <tr><td>Health and Safety Representative</td><td></td></tr> <tr><td>Emergency Contact (0418 320 441)</td><td></td></tr> </table>	Compilation and use of JSEA/SWMS		The requirement for Hot Work and Enclosed Space Entry permits		Evacuation		Reporting of: Hazard		Incident and Injury		Damage		Access to and Security of work area		Health and Safety Representative		Emergency Contact (0418 320 441)		
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I agree to follow all reasonable instructions from Port of Apollo Bay staff.																			
The identity of trained first aid providers, locations of First Aid kits and emergency equipment in my work area have been clearly explained.																			

<b>Inductee details</b>	
Name:	Signature:
Business name:	Contact phone:
<b>Induction provided by</b>	
Name:	Date:
Position:	
Signature:	
<b>Specific Instructions:</b>	

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*Acknowledgement of Safety and Environment Management Plan:*

The Port of Apollo Bay Safety and Environment Management Plan (S.E.M.P.) is located at:

***<http://www.colacotway.vic.gov.au/Council-the-shire/Permits-applications-forms/Port-of-Apollo-Bay-permits-applications>***

I \_\_\_\_\_ ,

being a:

Berth/Swing Mooring holder / Slipway User / Contractor (delete as required)

acknowledge that I am familiar with the Port of Apollo Bay Safety and Environment Management Plan (SEMP). I accept to abide with the overall objectives and action plans contained within the document.

Name of Inductor: \_\_\_\_\_

Signature of Inductor: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

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