



## Tackle Inspection Confirmation Form

**In order to retain your Mooring Permit, this Form must be completed and returned to Parks Victoria by due date.**

<b>Permit Holder Details</b>			
<b>I</b>	<i>Name</i>		
<b>of</b>	<i>Address</i>		
	<i>AH and Mobile Phones</i>		
<b>Moored Vessel Details</b>			
	<i>Vessel Name</i>		
	<i>Vessel Registration No</i>		
	<i>Length, Beam &amp; Draft</i>		
<b>I have contacted and hereby authorise</b>			
	<i>Contractors Name</i>		
<b>of</b>	<i>Contractors Company</i>		
<b>to conduct an inspection of my mooring tackle and ensure it is in a safe and serviceable condition at Site Number:</b>			
<b>Once you have contacted your mooring contractor, sign and return this form to your local moorings administration office. Note this Tackle Inspection Confirmation Form is not in lieu of the Tackle Inspection Report.</b>			
<b>I have read and fully understand the Options Notification which accompanies this Tackle Inspection Confirmation Form. (Please tick one of the two options below)</b>			
<b>Option 1</b>	<input type="checkbox"/>	I authorise Parks Victoria on my behalf to contact and engage my preferred contactor (as named above) to inspect my mooring tackle annually entirely at my cost. I understand that I no longer require any further notifications from Parks Victoria prior to the annual expiry date. It is at all times the responsibility of the Mooring Permit Holder to ensure that the inspection is carried out on an annual basis and that the completed mooring report is issued to Parks Victoria within 30 days of the inspection date.	
<b>Option 2</b>	<input type="checkbox"/>	I advise Parks Victoria of no changes to the current process and would like to be notified each year prior to my inspection date expiry.	
<b>Signed</b>			<b>Date</b>



## Options Notifications

The options below give you an opportunity to simplify the process of your obligation to have your mooring inspected annually.

On the bottom section of the Tackle Inspection Confirmation Form there are two options to choose from. Select the option most beneficial to you as a Mooring Permit Holder by ticking the appropriate box.

You will need to select **one only** of these options when returning the Tackle Inspection Confirmation Form.

### Option 1

By nominating your preferred contractor on the Tackle Inspection Confirmation Form Parks Victoria can accept that you intend to use this preferred contractor to inspect your mooring on an annual basis.

Parks Victoria will contact your nominated contractor annually on your behalf to ensure that your tackle is inspected as close as possible to the expiry date. Although Parks Victoria will contact the contractor all costs associated with the tackle inspection will be charged to you the Mooring Permit Holder.

You will no longer be notified by Parks Victoria on an annual basis to make the necessary arrangements to have the mooring inspected and will no longer need to return an annual Tackle Inspection Confirmation Form each year.

**Please note:** It is at all times the responsibility of the Mooring Permit Holder to ensure that the inspection is carried out on an annual basis and that the completed mooring report is issued to Parks Victoria within 30 days of the inspection date.

### Option 2

There will be no changes to the current process.

You will be notified prior to the expiry of your tackle inspection and you will need to continue to make the necessary arrangements to engage the services of a preferred contractor to do the annual inspection.

You will need to return the Tackle Inspection Confirmation Form annually on request from Parks Victoria.

**If selecting Option 1, please note it will be your obligation as the Permit holder to notify your local Parks Victoria Office if, for any circumstance, you need to change your preferred contractor. A new Tackle Inspection Confirmation Form will then need to be completed and returned notifying Parks Victoria of your changes.**

[moorings@parks.vic.gov.au](mailto:moorings@parks.vic.gov.au)

### Parks Victoria Offices

Accounts	EPP	WPP	NPP	WP
<b>Albert Park</b>	<b>Rosebud</b>	<b>Queenscliff</b>	<b>Williamstown</b>	<b>San Remo</b>
03 8427 3123	03 8427 2052	03 8427 3124	03 8427 3172	03 8427 3128
Fax 03 9645 9892	Fax 03 5981 2405	Fax 03 5254 5001	Fax 03 9397 4652	Fax 03 5678 5688
PO Box 768	PO Box 400	PO Box 279	PO Box 543	PO Box 338
South Melbourne	Rosebud	Queenscliff	Newport	San Remo
VIC 3205	VIC 3939	VIC 3225	VIC 3015	VIC 3925