

# River Thames application for registration of unpowered pleasure boats – annual, short-term and clubs/organisations 1 January to 31 December



**Please read notes overleaf and then complete sections 1–8 in capital letters.**

We aim to process your application as quickly as possible. At busy times it can take up to 10 working days from the day of receipt. Please also allow 2-3 days for postage.

This form is not to be used for houseboats.

Unpowered boat – any boat which is not mechanically propelled (for example, canoes, kayaks and rowing boats), and not covered by our houseboat definition as shown on our Thames charges sheet.

Please return this application and payment to Environment Agency, Boat Registration, PO Box 544, Rotherham, S60 1BY. Cheques are made payable to Environment Agency

Registration enquiries: 03708 506 506

Email: boatreg@environment-agency.gov.uk

**For Environment Agency use only**

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## 1 Registered owner

Please read about data protection on page 2.

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_

First name \_\_\_\_\_

Last name \_\_\_\_\_

Organisation, if relevant  
 \_\_\_\_\_

Address  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Postcode \_\_\_\_\_

Contact numbers, including the area code

Phone (day) \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## 2 Charges for each boat

Full-rate certificate **£35.50** – Valid to 31 December of year of application

Youth organisations/clubs – **£8.50** per boat

Boats entering the Thames from other waterways – please enter commencing dates:

**£16.00** 31 consecutive days from \_\_\_\_\_ (DD/MM/YYYY)

**£8.50** 7 consecutive days from \_\_\_\_\_ (DD/MM/YYYY)

## 3 Description – Full rate

Dinghy, punt, canoe etc	Number of boats	Charges (£)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>Total (£)</b>		_____

## Description – discounted clubs/organisations

Boat description	Number of boats	Charges (£)
Over 18's (maximum of 7)	_____	_____
_____	_____	_____
_____	_____	_____
Under 18's (maximum of 25)	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>Total (£)</b>		_____

## 4 Payment method

- By post: \_\_\_\_\_
- Cheque
- New Direct Debit (complete separate mandate)
- Existing Direct Debit
- To pay by debit/credit card, please call us on 03708 506 506  
 Please refer to our website for our refund policy.

## 5 Boat location where usually kept or used

Unpowered registrations are valid for use on all Environment Agency waterways.

## 6 Hire

Will boats be let or ply for hire?

Yes

No

## 7 Engine

Will the boat/s occasionally be used with an outboard engine while on the Thames?

Yes  Please use launch registration form

No

## 8 Tender discount

If one of these boats is to be used as a tender, please state the main boat's name

## The Data Protection Act 1998

The Environment Agency is responsible for improvements in navigation and the registration of boats on waters for which we have responsibility. We will process the information you provide so that we can deal with your application for boat registration, make sure you keep to the conditions of the registration, and process renewals.

We may also process or release the information to:

- offer you documents or services relating to boat safety, navigation, and environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on boat safety, navigation and environmental issues;
- carry out research and development work on environmental issues;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act 1998 allows).

We may pass the information to our agents or representatives to do these things for us.

## Signature

Owner's signature

Today's date (DD/MM/YYYY)

## Explanatory notes

### Use of an engine

All pleasure boats fitted with engines – inboard or outboard, even if only occasionally – are classified as launches and must be registered as such before being used or kept on the Thames. Application forms can be obtained from the address opposite.

## Charges

Payable in respect of any pleasure boat kept or used on the Thames at any time during the year. There is no provision for registration at less than the full rate charge except for boats visiting the Thames from other waterways or for boats qualifying under the clubs/organisation charges. Refunds are only made in certain limited cases (see our website or call for our current policy).

## Youth organisation/clubs

Youth organisation/club registration charges may only be granted for unpowered pleasure boats (excluding houseboats) owned by the applicant organisation or loaned to it by a local authority.

We grant these in our absolute discretion for such period and on such conditions as may be decided. We reserve the right to withdraw these at any time in its entirety or in its application to any particular club or organisation.

## Third-party insurance

We recommend all unpowered vessel owners have insurance which covers third-party liabilities of at least one million pounds. We do not need to see a copy of the insurance certificate.

## Registration plate

Valid only for the boat in respect of which it has been issued; it is not transferable. It is a legal requirement for it to be placed and kept upon the boat to which it refers in a clearly visible position.

## Other registration options

Members of British Canoeing or Canoe Wales can use our waterways as part of their yearly membership fee. They are required to carry their membership card with them as it acts as a registration too. Affiliated clubs through British Canoeing and Canoe Wales may purchase registrations for club owned boats through British Canoeing and Canoe Wales or can purchase registrations directly from us. Members of the Scottish Canoe Association and the Canoe Association of Northern Ireland must apply for registrations through us.

Members of a British Rowing affiliated club should register their boats with British Rowing at a reduced rate. This should be done through their club.

## The Thames – definition

The registration requirements of the Environment Agency (Inland Waterways) Order 2010 apply to 'the Thames' within the meaning of section 4 of the Thames Conservancy Act 1932.

This explains 'the Thames' means the parts of the Rivers Thames and Isis between Town Bridge, Cricklade, Wiltshire and an imaginary line drawn across the river 242 metres downstream of Teddington Lock; and also the part of the River Kennet between the point it flows into the Thames and an imaginary line drawn across the river 64 metres downstream of the High Bridge, Reading. It also means all locks, cuts and works within these waterways (which includes basins and marinas).

All unpowered pleasure boats are registered on the Thames in accordance with the Environment Agency (Inland Waterways) Order 2010.

## Tender discount

If your main boat is registered, a 50% discount applies to the tender. We define a tender as a small boat or dinghy, towed or carried by another boat.

## Contacts

Environment Agency, Boat Registration PO Box 544,  
Rotherham, S60 1BY

03708 506 506

boatreg@environment-agency.gov.uk

www.gov.uk/register-a-boat

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