

BWML BERTH SUBLET APPLICATION FORM

(Version 02.09)



INSTRUCTIONS TO THE CUSTOMER:

Please complete the shaded grey boxes (where applicable) and then take the form to your local BWML marina or post it (no stamp required) to **FREEPOST BWML CENTRAL FINANCE, Sawley Marina, Nottinghamshire, NG10 3AE.**

Completion of this form does not guarantee subletting the berth. This is only available for existing 12 month Contracts where a sublet would be 3 or 6 months long. Berth sublets will be in accordance with the current **BWML Terms & Conditions.**

A. CURRENT BERTH OWNER'S EXISTING CONTRACT DETAILS

Marina	<input type="text"/>	Berth Reference	<input type="text"/>
Customer Number	8 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Current Contract Invoice Number	9 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Contract Start Date (DD/MM/YY)	0 1 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Contract End Date (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

B. SUBLET DETAILS

Contract Length Requested	<input type="text"/> [3 Months] <input type="text"/> [6 Months]	Expected Date of Departure (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Start Date *** (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

*** Note that all BWML Contracts will start on the 1st of the calendar month the vessel enters the marina and will be for 3 or 6 complete calendar months but note the date you wish the vessel to enter the marina as the **Start Date.**

C. SUBLET OWNER(S)' CONTACT DETAILS

Title	<input type="text"/>	Customer Number if Known	8 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
First Name	<input type="text"/>	Telephone	<input type="text"/>
Surname	<input type="text"/>	Mobile	<input type="text"/>
Address	<input type="text"/>	Email	<input type="text"/>
Town/City	<input type="text"/>	Emergency Contact Details:	
County	<input type="text"/>	Full Name	<input type="text"/>
Post Code	<input type="text"/>	Telephone	<input type="text"/>
Date of Birth (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Mobile	<input type="text"/>

Full Previous Address If Customer Has Moved House In The Last 3 Years:

Full Alternative Contact Address If Main Address To Be The Marina (Only Applicable For Grade 1 Moorers):

D. SUBLET VESSEL'S DETAILS

Boat Name/Unit Detail	<input type="text"/>	Vessel Dimensions in Metres (to two decimal places):	
Boat/Unit Type (ring 1 as appropriate)	<input type="text"/> [Narrowboat] <input type="text"/> [Dutch Barge] <input type="text"/> [Widebeam] <input type="text"/> [Cruiser] <input type="text"/> [Sail] <input type="text"/> [Trailer] <input type="text"/> [Caravan] <input type="text"/> [Motor Home] <input type="text"/> [Storage Unit]	• Overall Length	<input type="text"/> Metres
Navigation Authority Reference if Boat	<input type="text"/>	• Width	<input type="text"/> Metres
Navigation Authority if Boat (ring as appropriate)	<input type="text"/> [British Waterways (BW)] <input type="text"/> [Environmental Agency (EA)] <input type="text"/> [Small Ships Register (SSR)] <input type="text"/> [Other]	• Draught If Boat (maximum depth below water line when loaded)	<input type="text"/> Metres

E. SUBLET OWNER(S)' INSURANCE DETAILS

Name of Insurance Provider	<input type="text"/>	Start Date (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Insurance Policy Number	<input type="text"/>	End Date (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

F. SUBLET'S BOAT SAFETY SCHEME (BSS) DETAILS IF BOAT

Boat Safety Scheme Relevance (ring as appropriate)	[BSS Certificate Held] [Cover by RCD Declaration] [Sailaway Craft with Builder's Declaration] [Exempt]	BSS Certificate Number	
Certificate Issue Date (DD/MM/YY)		Certificate Expiry Date (DD/MM/YY)	
Boat Surveyors Name or Reference			

G. AGREEMENT

Owner(s)' Signatures		Sublet Owner(s)' Signature	
Date (DD/MM/YY)		Date (DD/MM/YY)	

MARINA USE ONLY

Name of BWML Staff Member Who Processed Form		Date BWML Marina Process Form (DD/MM/YY)	
Invoice Values:		Profit Centre to Receive Income	K
Contract Grade **	£	Date Form Scanned/Faxed to Central Finance (DD/MM/YY)	
Unlimited Use Surcharge **	£	Date Welcome Pack Sent to Customer (DD/MM/YY)	
Excess Size Charge **	£	Reason if Application Rejected	
Infrastructure Charge **	£		
Sub Total to Apply First Discount To	£		
First Discount: - Name - Value	£		
Sub Total to Apply Second Discount To	£		
Second Discount: - Name - Value	£		
Sub Total To Apply Credit Facility Fee To If Relevant	£		
4% Credit Facility Fee	£		
Total Contract Value	£	Note:	** Pro rata charges based on the length of Contract (i.e. 3, 6 or 12 Months) as in accordance with the current BWML Terms & Conditions.

CENTRAL FINANCE USE ONLY

Name of BWML Staff Member Who Processed Form		SAP Accounting Clerk for Existing or New Customer	
SAP Customer Number If New SAP Customer Created	8	Date SAP CRM/XD02/XD05 Record Updated (DD/MM/YY)	
SAP Invoice Number	9	Date Contracts Database Updated (DD/MM/YY)	
Invoice Date (DD/MM/YY)		Date Aged Debt Database Updated With Emergency Contact & Extra Contact Addresses (DD/MM/YY)	