

# BWML REQUEST TO SUBLET FORM

(Version 11.14)



## INSTRUCTIONS TO THE CUSTOMER:

Please complete the shaded grey boxes (where applicable) and submit it to your local BWML marina manager or post to FREEPOST BWML CENTRAL FINANCE, Sawley Marina, Nottinghamshire, NG10 3AE.  
Completion of this form does not guarantee the right to sublet your craft.

### A. CUSTOMER/CONTRACT DETAILS

Marina	<input type="text"/>	Customer Name	<input type="text"/>
Customer Number	<input type="text"/>	Boat Name	<input type="text"/>
Contract Grade	Residential <input type="checkbox"/>	Leisure <input type="checkbox"/>	(please tick)

### B. SUBLET DETAILS

Occupant 1 Name	<input type="text"/>
Occupant 2 Name	<input type="text"/>
Occupant 3 Name	<input type="text"/>
Occupant 4 Name	<input type="text"/>

### C. REQUIRED PERIOD OF SUBLET

Please tick	1 month <input type="checkbox"/>	3 months <input type="checkbox"/>	6 months <input type="checkbox"/>	12 months <input type="checkbox"/>
Start date	<input type="text"/>	End date	<input type="text"/>	

### D. GENERAL INFORMATION

	YES	NO
1. Please confirm if the occupier(s) will be using the craft as their place of residency for the above stated period, (a residential grade mooring is require for this use).	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the occupier(s) be contributing towards your mooring fees?	<input type="checkbox"/>	<input type="checkbox"/>
3. As contract holder, have you advised the occupier(s) of the BWML Terms & Conditions, General Conditions and have you supplied a copy of these to the occupier(s)?	<input type="checkbox"/>	<input type="checkbox"/>
4. As contract holder, does your boat insurance permit multiple occupancy use / subletting / renting to persons other than the contract holder?	<input type="checkbox"/>	<input type="checkbox"/>
5. As contract holder do you have the required CRT License that permits renting of craft? (This will have the letters RL on your paperwork). (This is only required at locations where you are already required to have a CRT license).	<input type="checkbox"/>	<input type="checkbox"/>
6. As contract holder do you have the appropriate Boat Safety Certificate? (The standard BSC for leisure use is not sufficient).	<input type="checkbox"/>	<input type="checkbox"/>
7. Please confirm you have complied with the scope of the residential Gas Safety & Use Regulations (1998).	<input type="checkbox"/>	<input type="checkbox"/>
8. Have you been provided with key fobs for the use by the above named occupier(s) by BWML?	<input type="checkbox"/>	<input type="checkbox"/>
9. If you currently have a CRT boat licence, have you applied to change to a Static Letting Licence (SLL)? Please supply a copy of the licence with this application.	<input type="checkbox"/>	<input type="checkbox"/>

### E. CUSTOMER(S)' SIGNATURE

I, the undersigned, confirm that the above information is correct and that my request to sublet is made with the sole intent to allow use of my craft whilst in a BWML Marina. I also confirm that I am not receiving payment from third parties that is at a value greater than my mooring contract value paid to BWML.

Owner(s)' Signature(s)	<input type="text"/>	Date (DD/MM/YY)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Owner(s)' Signature(s)	<input type="text"/>	Date (DD/MM/YY)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### BWML OFFICE USE ONLY

Approval received from BWML Manager/Department?

Yes	No	Please tick relevant box	Signature	Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

