

BWML BERTH TRANSFER APPLICATION FORM

(Version 02.15)



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 guarantees that the new owner(s) have a right to a berth upon completion of the brokerage sale and the issue of the fees payable to BWML. The fee for the Berth Transfer will need to be submitted with this form and will be in accordance with the current **BWML Terms & Conditions.**

Conditions of Transfer are noted on the second page of this form.

A. CURRENT BERTH HOLDER'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"/>
Date of Transfer (DD/MM/YY)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

B. NEW OWNER'S 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"/>
	<input type="text"/>	Emergency Contact Details:	
Town/City	<input type="text"/>	Full Name	<input type="text"/>
County	<input type="text"/>	Telephone	<input type="text"/>
Post Code	<input type="text"/>	Mobile	<input type="text"/>

C. NEW OWNER'S 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)	[Narrowboat] [Dutch Barge] [Widebeam] [Cruiser] [Sail] [Trailer] [Caravan] [Motor Home] [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)	[Canal & River Trust (CRT)] [Environmental Agency (EA)] [Small Ships Register (SSR)] [Other]	• Draught If Boat (maximum depth below water line when loaded)	<input type="text"/> Metres

D. AGREEMENT

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

CONDITIONS OF TRANSFER

The points below are in accordance with the current **BWML Terms & Conditions**.

1. A Vessel being advertised for sale through BWML’s approved brokers may be sold with a Berth Transfer being detailed in the sale particulars providing all current fees due by the seller are fully paid. BWML’s appointed or approved broker must be used.
2. Any prospective purchaser must be introduced to the Manager or Supervisor for that Marina and must be acceptable to BWML at their discretion prior to sale completion and any transfer of Berth.
3. Should the new Owner wish to keep the Vessel at the Marina, the purchaser will be liable for the 5% plus standard rated VAT Berth Transfer Fee. Confirmation of the sale by the broker is to be issued to BWML and a copy of the bill of sale must be attached to the Berth Transfer form as proof of sale. Upon completion of the Berth Transfer and the commencement of the mooring contract, BWML shall issue an invoice for the Berth Transfer fee to the new owner.
4. Berth Transfer Fees will be payable to the Marina and will only be acknowledged once bank clearance has been obtained (sometimes up to ten working days). At which point the new Owner may take over the Berth and commence their own Contract. There must be no time break between the finish and commencement of each Contract.
5. Marina keys, parking permits etc must be returned to BWML by the seller and must not be transferred between the vendor and purchaser, but must be administered through the Marina Office. BWML shall then re-issue to the new contract holder, in their name.
6. All personal items must be removed from the Berth; where applicable all sheds/storage units must be emptied; and gardens or the area adjacent to Berth returned to their original state prior to a transfer of the Berth being accepted.

MARINA USE ONLY

Name Of BWML Manager Or Supervisor Who Authorised Berth Transfer		Reason if Application Rejected	
Date Manager Or Supervisor Made Contact With New Potential Owner (DD/MM/YY)			
Date Marina Received a Copy Of The Bill Of Sale Signed By Both Parties (DD/MM/YY)		Value of Bill of Sale	£
Date Payment Of Berth Transfer Received And Put on BB10 Banking Form (DD/MM/YY)		Value of Berth Transfer Fee Charged Including VAT	£
Date Accounts Reviewed for Amounts Outstanding *** (DD/MM/YY)		Amount Outstanding ***	£
Date BWML Notice To Terminate Contract Form Submitted To Central Finance For Old Owner(s) (DD/MM/YY)		Date BWML Contract Application Form Submitted To Central Finance For New Owner(s) (DD/MM/YY)	

Note: *** When reviewing the debt outstanding you must include the debt on SAP and the debt on other BWML software systems like Havenstar and Kudos and if a Platinum Berth, then you must also include full third party costs regardless of the unexpired portion of the third party service contracts if already paid by BWML to third parties.