

Guidance notes for Mooring Service

Please complete the enclosed pro forma and return to the harbour office. This will assist the Harbour Authority in effective management of moorings and will enable the Mooring Service Provider to schedule works as required.

Mooring Inspections

1. Should you require the mooring contractor to **inspect** your mooring, please circle the **'Yes'** box beneath the **'Contractor to Inspect'** sub heading, otherwise circle the **'No'** box.
2. Should you require to rent a mooring, please circle the **'Yes'** box beneath the **'Rental Mooring'** sub heading, otherwise circle the **'No'** box.

Service the Mooring

3. Should you require the mooring contractor to **service** your mooring, please circle the **'Yes'** box beneath the relevant sub heading, **'As Required'**, **'Do Not Service'**, or **'On Owners Approval'** otherwise circle the **'No'** boxes.

Laying the Mooring

4. Should you require your mooring laying, please circle the **'Yes'** box opposite **'Do you require mooring laying'**, otherwise circle the **'No'** box.
5. Specify date on which you may require mooring.
6. Insert date on which boat may be launched (if known).

Lifting of Mooring Equipment

7. If you require the mooring contractor to **lift** your mooring, please circle the **'Yes'** box opposite **'Do you require mooring lifting'**, otherwise circle the **'No'** box.
8. Should you require the mooring contractor to use full lifting capacity of his vessel, with inherent danger of parting the mooring, then please circle the **'Yes'** box opposite **'Haul to point of gear failure'**, otherwise circle the **'No'** box. Note if this option is chosen, the mooring service provider shall not be held responsible for lost or damaged equipment.
9. Should you require the mooring contractor to apply only as much lifting pressure as is suitable for size of mooring, please circle the **'Yes'** box opposite **'Haul to safe working load of gear'**, otherwise circle the **'No'** box.

Storage of Mooring Equipment

10. Should you require mooring contractor to arrange for storage of mooring tackle please circle the **'Yes'** box opposite **'Contractor to arrange storage'**, otherwise circle the **'No'** box.

On completion of the pro forma, please sign, print name in block capitals and date.