



# Aquatic Event Authority Application

Transport Operations (Marine Safety) Act 1994 (TOMSA)

Transport Operations (Marine Safety) Regulation 2016

- An application to hold an aquatic event must be submitted to Maritime Safety Queensland/Gold Coast Waterways Authority no less than 30 days prior to the proposed start date for a 'low risk' event (e.g. sailing and yachting regatta, swimming race) and no less than 90 days prior to the proposed start date for a 'high risk' event (e.g. power boat race, waterskiing competition, fireworks display). An application may be refused if there is insufficient time to allow for due consideration of all marine safety aspects.
- The application form, supporting documents and applicable fee must be submitted to the relevant Maritime Safety Queensland regional office/Gold Coast Waterways Authority office.
- Evidence of Identity (EOI) must be provided by the applicant and representative (if applicable). Examples of EOI include: for individuals, a Queensland driver licence; and for organisations, a Certificate of Incorporation. For the complete list of acceptable documents refer [www.tmr.qld.gov.au/EvidenceOfIdentity](http://www.tmr.qld.gov.au/EvidenceOfIdentity).
- Additional information to accompany the application:  
(if you have previously provided this information, ensure it has been updated for this application)
  - a copy of a detailed chart/map of the area in which the proposed event is to take place
  - a copy of the safety management plan and emergency response procedure
  - a copy of current public liability insurance.

## Applicant details

Name of individual/organisation

Address

Postcode

Organisation representative's full name

Position held (if applicable)

Telephone

Mobile

Email address

**Note:** The representative must be able to sign on behalf of the organisation.

## Event details (please tick applicable boxes)

If there is insufficient space provide a separate sheet.

Title of event

Is the event held on a regular basis?

Yes  No

Has a marine incident occurred at this event within the last five years? No  Yes  Provide details below.

Describe the type of event to be held and the proposed location.

Number and type of ships to participate in the proposed event

## Licensing and Registration

Unless exempt under a provision of the Transport Operations (Marine Safety) Regulation:

Are all participants appropriately licensed? Yes  No  Provide details below

Are all participating ships appropriately registered? Yes  No  Provide details below

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The date, commencement and completion times of the proposed event, including practice sessions. Provide details for each day of the event. If there is insufficient space provide a separate sheet.

Date	Starting time	Finishing time	Date	Starting time	Finishing time
/ /	am/pm	am/pm	/ /	am/pm	am/pm
Date	Starting time	Finishing time	Date	Starting time	Finishing time
/ /	am/pm	am/pm	/ /	am/pm	am/pm

Aquatic event program attached? Yes  No

**Marshall/Co-ordinator/Organiser details** (during the event)

Full name

Contact details

**Location of event**

A copy of a map, chartlet or a legible copy/extract of a UBD map is acceptable. The map/chartlet of the area should contain the following: clearly defined courses, distance and area co-ordinates, position and number of temporary marker buoys, and other placements (that is, safety ship positions, first aid location and event control).

**Safety Management Plan and Emergency Response Procedure**

Any risks associated with the proposed event are to be identified and strategies to alleviate these risks identified and implemented to ensure safety.

Has a safety management plan been developed? No  Yes  Provide copy

Has an emergency response procedure been developed? No  Yes  Provide copy

**Public liability insurance**

Do you have public liability insurance for the proposed event? No  Yes  Provide copy

**Note:** The public liability insurance must provide cover for at least \$20 million and list 'the State of Queensland acting through the Department of Transport and Main Roads' as an interested party on the certificate.

**Fireworks display**

If a fireworks display is part of the proposed aquatic event, has Resources Safety & Health Queensland been notified? Yes  No

Information about the use of fireworks in Queensland is available at <https://www.rshq.qld.gov.au/>

**Declaration by applicant**

I declare that I have read all the answers I have given to the questions in this application and that the answers given by me are complete, true and correct in every detail.

I understand that it is an offence under the TOMSA to state anything or give a document to Maritime Safety Queensland that I know contains false and misleading information.

I understand that I may be prosecuted for giving or stating any false or misleading information and that penalties apply.

Applicant's signature	Date
<input type="text"/>	<input type="text"/>

**Office use only**

Receiving officer's name

Receiving officer's signature

Application received

Fee	Receipt number
<input type="text"/>	<input type="text"/>

**Evidence provided:**

- EOI organisation
- Map/chart
- Safety Management Plan
- Emergency Response Procedure
- Public Liability Insurance
- EOI representative

**Privacy statement:** The Department of Transport and Main Roads/Gold Coast Waterways Authority collects your personal information for the purpose of processing aquatic event authorities. This information is required under the TOMSA. Your details will not be disclosed to any other person without your consent except where required or authorised by law.