**APPLICATION FOR BUSINESS OR COMMERCIAL USE**

**ON A WATERSIDE MOORING**

**This information pack and application form is for existing Waterside Mooring customers who are considering running a business or commercial activity from their long term mooring berth.**

Anybody wishing to set up a commercial activity on moorings which are not managed by Waterside Mooring should refer to the guidance on the main Canal & River Trust website:

<https://canalrivertrust.org.uk/business-and-trade/boating-business/application-process-and-fees>

**Terms & Conditions**

**Section 4.4 of your Standard Mooring Agreement Terms & Conditions states:**

*4.4 If you intend to use the Boat at the Mooring to carry out a business activity (including but not limited to hire of the Boat, embarkation of charter parties, rental accommodation or selling goods and/or services of any kind) you must:*

1. *have our prior written consent for commercial use; and*
2. *pay any additional charge for your Mooring per annum notified to you by us; and*

*(c) obtain any planning consents required for such operations.*

*Whether or not we grant consent will be at our discretion taking into account our assessment of the best use of the Mooring Site, including but not limited to environmental, operational or safety issues. If we do consent to you using the Boat for a business purpose you must also obtain a business boat licence from the Canal & River Trust and comply with its terms. This Agreement will continue to apply in relation to your use of the Mooring Site.*

**Assessment**

We will assess your proposed business activity from the information that you provide us with on Pages 5-7 inclusive. Please try to fill it out the form as fully as possible, but do ask your Mooring Sales Manager for assistance if required. Your proposal will be assessed against the wider impact on our mooring site and our existing customers, as well as the suitability of the commercial venture on a long term leisure or residential mooring site. The table provided on Page 3 outlines where certain uses will (in principle) be considered and those which will not.

From the date that we receive your written proposal together with any supporting information, we will aim to provide you with an in-principal decision within 4 weeks. Please note, if your activity or venture requires a lease of Canal & River Trust-owned land, this may take much longer to finalise.

**Additional terms**

* If you want to use your boat for anything other than personal, private, pleasure use you will require our consent and it is considered to be a business use. This includes any kind of public use, even if it is by a charity or local club. Business use requires a Business Licence and further details can be found at <https://canalrivertrust.org.uk/business-and-trade/boating-business/starting-or-expanding-a-boating-business>
* Business Licenses are not transferable. Likewise, any agreement to permit a business or commercial use on a Waterside Mooring cannot be transferred, exchanged or sold to a third party.
* If your application to use a Waterside Mooring for business or commercial use is accepted, **your existing mooring agreement will be terminated and you will be issued with a new mooring agreement which will run concurrently with your Business Licence**. If you have previously made an advance payment for your mooring and there is a period of unexpired months, a refund will be made on a pro-rata basis for whole months only.
* At the point of renewal, unless you inform us that you wish to terminate the business or commercial use, your renewal documents will include the uplift for business or commercial use for the next contract term.
* The terms of your Standard Mooring Agreement Terms & Conditions, together with any conditions given to you by the Canal & River Trust’s Business Boating Team and any other terms given to you by the Mooring Sales Manager, will provide the full terms under which you should operate a Business or Commercial activity on a Waterside Mooring site.
* Business or Commercial activity can only be considered if you hold a valid business licence.
* We reserve the right to refuse any application.

**Definitions of Commercial Use**

There are a variety of types of business or commercial use at a Waterside Mooring site. These are categorised on Page 3, overleaf.

Business / Commercial Use Explanations & Tariff



Static Lettings for Long Term Lets

Static Lettings for long term lets are only permitted with the following terms:

1. The letting is for a minimum term of 6 months[[1]](#footnote-1);
2. The maximum occupancy will be based on number of cabins/rooms x 2;
3. The names and contact details of any tenants must be provided in writing to Waterside Mooring;
4. The applicant must supply Waterside Mooring with a copy of the letting agreement (with any commercial data redacted if necessary);
5. On gated sites, Waterside Mooring will only provide a maximum of 4 additional keys per applicant (which will be sold to the applicant at the prevailing rate)
6. The applicant provides Waterside Mooring with a signed authorisation form which allows us to contact the tenant if necessary.

Documentation will need to be provided to the Waterside Mooring team at least every 12 months on renewal of the agreement, or sooner if requested.

Sub-letting a room or multiple rooms on a vessel is not permitted with a Private Leisure Boat Licence. Any sub-letting will require an appropriate Static Letting licence to be in place.

APPLICATION FORM

|  |  |
| --- | --- |
| **Customer details (the legal entity responsible paying the mooring fee):** | |
| Name of Mooring Agreement holder |  |
| Mooring Agreement Number |  |
| Boat Name and Index Number |  |
| Address for correspondence: |  |
| Contact Telephone Nos: | Mobile:  Landline: |
| Email: |  |
| Website: (if applicable) |  |
| If you have a CRT customer no. please give it here (7 digit no. beginning with an 8): |  |
| Date of submission: |  |
| What type of Commercial / business use are you seeking permission for? (please refer to Page 2) |  |
| Proposed start date: |  |

|  |  |
| --- | --- |
| **Details of your proposed operation** | |
| Please describe your proposal in as much detail as possible. Attach any accompanying plans or other information you feel necessary. |  |
| How many mooring berths are you seeking commercial / business use for? |  |
| Which site(s) are you proposing to run commercial / business activities from? |  |
| What type of commercial / business use are you seeking permission for? (please refer to Page 2). |  |
| What, if any, requirements do you have for the use of Canal & River Trust-owned land next to your mooring? (Include things like placement of signs, structures or modifications to the mooring site).  **\*\*NOTE\*\* Depending on the type of use of our land, it may require planning consent.** |  |

|  |  |
| --- | --- |
| Will the proposed development require any new OR affect any existing services? (e.g. mains water, electricity, refuse collection, use of Canal & River Trust-owned car park) |  |
| Will the proposed development require vehicular access to the site (e.g. for deliveries, removal of waste)? |  |
| Will your commercial / business activity generate additional waste? If yes, what are your plans to remove this waste? |  |
| State days and times of commercial activity (whilst at the mooring) |  |
| Estimated footfall of customers per week (if applicable) |  |
| Have you previously contacted the Canal & River Trust about your proposal? If so, who did you contact? |  |
| Please tick to confirm you have supplied photographs of the site, including one taken alongside the mooring and one from the towpath |  |
| Signature: |  |
| Print Name: |  |
| Date: |  |

**This application form covers you use of the Waterside Mooring only. You are likely to still need to compete an ‘Operating Proposal’ to the local Canal & River Trust Business Boating Manager. In addition, if your proposal includes any physical works on or affecting The Trust’s property, you may be asked by the Trust to submit a *Works Proposal* form to provide additional information. This will allow us to assess the likely impacts of your proposal on Trust property and its users.**

**Please refer to** [**Physical Works - How we assess your proposal**](http://canalrivertrust.org.uk/boating/boating-businesses/proposals-requiring-physical-works/physical-works-how-we-assess-your-proposal) **for further information and fees.**

Please email this form to: [waterside.mooring-enquiries@canalrivertrust.org.uk](mailto:waterside.mooring-enquiries@canalrivertrust.org.uk)

**Please keep the form in Word format and avoid converting it to a PDF if possible.**

1. Business Licences are issued for a period of 12 months. If the use changes during the year (e.g. from Business use back to standard pleasure use), then the Business Licence can be cancelled and a Standard Please Use Licence issued. Any refunds due will be calculated in accordance with Clause 7. of the Business Boat Licence Terms & Conditions. [↑](#footnote-ref-1)