



FACILITIES and TERMS and CONDITIONS OF USE
(Supplementary to Wick Harbour Byelaws 2008)
&
CHARGES SHEET and BERTH APPLICATION FORM
1st May 2015 – 30th April 2016

WICK HARBOUR AUTHORITY
Harbour Office
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A member of the 'SAIL NORTH SCOTLAND' Group

www.sailnorthscotland.com

General: (Wick Harbour Authority is referred to as 'WHA' in the following text).

- ❖ This Booklet, 'Version 7-Season '15/'16', is valid from 1st May 2015 to 30th April 2016.
- ❖ Prior to arrival visitors should contact '**Wick Harbour Radio**' on **VHF Channel 14/16**, or telephone **+44(0)1955 602030 (24 hours)**. You will then be directed to a vacant berth, and given the code for the keysafe at the bottom of the gangway, to obtain a gate fob and a toilet/shower key, **OR**, visit the Harbour Office (Monday –Friday, 9am-5pm). See Notice Board at Harbour Office for further information.

Marina and Facilities:

- ❖ There is 24 hour vessel access to the marina with water depth of 1.8m at MLWS.
- ❖ Eighty berths are provided on floating pontoons, with 'fingers' varying in length from 7 to 12 metres, accommodating appropriate sizes of leisure vessels, and this is available year round. Sixty berths are provided with walkway lighting, and water and electrical services (240v, 16A), with consumption charged on a daily basis. The remaining twenty berths are partially serviced.
- ❖ The only access from onshore is via a bridge, with a secure electronic gate, operable only by berth holders and authorised personnel. The gate must be kept locked at all times.
- ❖ Toilets and showers are available beside the Marina for all berth holders and visitors.
- ❖ Emergency Ladders, and Safety Cabinets with life rings and fire extinguishers, are provided.
- ❖ 'Wi-fi' broadband coverage is provided over the Marina, free to users. Obtain **Log-on Code** from Office.
- ❖ No commercial fishing or diving vessels will be allowed on the new Marina, but commercial sea angling, pleasure trip, and recreational diving vessels will be eligible to apply for berths.
- ❖ Portable hoses are provided for freshwater washdown. Container or Tank filling for drinking water consumption is entirely at users risk. Reasonable water use is FREE.
- ❖ A Disabled Crewlift is provided – contact Harbour Office to arrange use.
- ❖ Red diesel is available quayside– Mon to Fri, 9am-4pm. Sat, Sun, by arrangement.
Contact the Harbour Office to arrange delivery.
- ❖ Domestic refuse bins are provided nearby. Contact the Harbour Office for disposal of oil, batteries, hazardous waste, or recyclables.
- ❖ Goods trolleys are provided for £1 coin deposit, and are stored at the bottom of the gangway.
- ❖ Car parking is available nearby the Access Gate.
- ❖ Space is available for vessels in the secure storage area/s.

Terms and Conditions: (Applicable to both Resident and Visiting Users)

1. Use of the Marina by all owners, crew, visitors, service contractors, and vessels, is subject to the Marina Terms and Conditions of Use from time to time in effect. These Terms and Conditions are supplementary to the Wick Harbour Byelaws 2008. Copies of the Byelaws are available at the Wick Harbour Office.
2. The management and administration of the marina and facilities will be carried out by WHA staff, through the Harbour Office, Wick. All activities and berthing will be subject to the jurisdiction and direction of the Harbourmaster or his delegated assistant.
- 3 **WHA strongly recommend** that owners allocated a berth shall carry at least Third Party Insurance cover to a minimum value of £2m. to cover potential damage to the marina structure and other vessels berthed in any part of the harbour.
- 4 Owners and crew are permitted to carry out minor repairs and maintenance work on their vessels between the hours of 0800 and 2200 daily. Professional assistance may also be brought in to work on vessels, subject to the approval and direction of the Harbourmaster. **No 'hot' work or painting will be permitted on berth.**
- 5 It is the vessel owners responsibility to ensure adequate moorings. The vessel owner shall be liable for any Marina structure damage arising from inadequate moorings. No modifications may be carried out to berths or fendering.
- 6 Excessive noise from any vessel, rigging, or plant, and/or anti-social noise or behaviour on the Marina is prohibited. The Harbourmaster is authorised to take action to deal with any such noise or behaviour, including in addition to such powers specified in the Harbour Byelaws, ordering the offender to leave the Marina with immediate effect.
- 7 Walkways, berthing fingers, and the bridge must be kept free of obstructions at all times. Mooring lines, cables, and hoses, must not present trip hazards.
- 8 Domestic refuse only must be disposed of in the bins provided.
- 9 No fish gutting or dumping of offal is permitted within the general harbour area.
- 10 Onshore toilet facilities must be used except where vessels carry holding tanks.

- 11 Any pollution incidents must be reported to WHA who will arrange treatment. The appropriate vessel owner will be held liable for the costs.
- 12 a) A monthly charge (see Page 5) will be levied on owners for 'empty' boat cradles and trailers left on WHA property any time of the year. Cradles and trailers should be clearly marked with the name of the boat or owner.
- 13 Owners, crew and visitors use the marina and facilities entirely at their own risk. WHA will not be responsible for any damage to, or theft from, vessels or equipment in the marina, or laid up in WHA storage areas except such damage as directly caused by WHA staff by negligence in the course of their duties.

Berthing:

Note: In line with most other marinas in the North of Scotland, WHA charge by vessel length, conditions as follows:

- 1 Prices per metre will be calculated on the basis of the overall length of the boat, including davits, bowsprits, boarding ladders, stern drives, tenders, outdrives, anchors, pulpits and pushpits and any other extensions fore and aft of the vessel. Each vessel will be measured to verify actual overall length and figure will be rounded up or down to the nearest half metre. Eg; 6.2m will be charged as 6.0m, and 6.3m as 6.5m. A minimum length of 5.00m will apply.
We reserve the right to apply special rates in respect of boats of an unusual shape or size.
A Table of Charges and costs is appended.
The charges are reviewed annually by the WHA Board.
The Summer and Winter 'seasons' of past years now no longer apply and berth rental can start and finish as and when required by the vessel owner.
- 2 Annual berth contracts will include storage ashore if and when required during that period, and will guarantee a berth for the following period.
- 3 Owners entering berth contracts for a minimum of six months and a storage contract for the remaining period of the 'year' will be guaranteed a berth for the following period.
- 4 Berth contracts for six months only and no storage will not be guaranteed an ongoing berth, but may get one at the Harbourmaster's discretion, depending on demand.
- 5 When the facilities are full, a waiting list will operate, on a first-come, first-served basis, subject to an appropriate length berth being available.
- 6 A vessel owner may not transfer or sub-let a berth to a third party without the approval of the Harbourmaster. The Harbourmaster may also re-allocate a vessel to another berth if deemed necessary.
Berths are not to be seen as 'personal' to the owner or vessel.

Payment:

- 1 Discounted annual contract rates (-2.5%) are available.
Payment in full over the first 6 months may be done by Standing Order.
Payment monthly (for less than 6 month contracts) will be invoiced at the full monthly rate.
A Credit / Debit Card facility is also available.
See below for further details.
- 2 **Washwater** cost for one power wash ashore is included in the rates for six month or annual contracts.
- 3 **Early termination of annual contract:** If the contract is terminated prior to its conclusion, a refund will be given pro rata on the remaining full months less 10%.
30 days notice is required in writing of the cancellation of an annual contract.
- 4 **An owner changing** to a larger vessel within the rental period will pay extra metrage pro rata, but for a smaller vessel no refund will be given if beyond mid term of the period.
- 5 **Payment enquiries** should be addressed to the Harbour Treasurer, on +44(0)1955 602030 or email norma.simpson@wickharbour.co.uk

Methods of Payment:

For a 12 month contract you can:

- 1 Pay the full year **in advance** by cash, cheque, or Debit Card. (2.5% discount applies)
- 2 Pay the full year **in advance** by Credit Card.
- 3 Pay the full year **in advance** by Standing Order over the first six months.

For a 6 month contract afloat and 6 month contract ashore on WHA property you can:

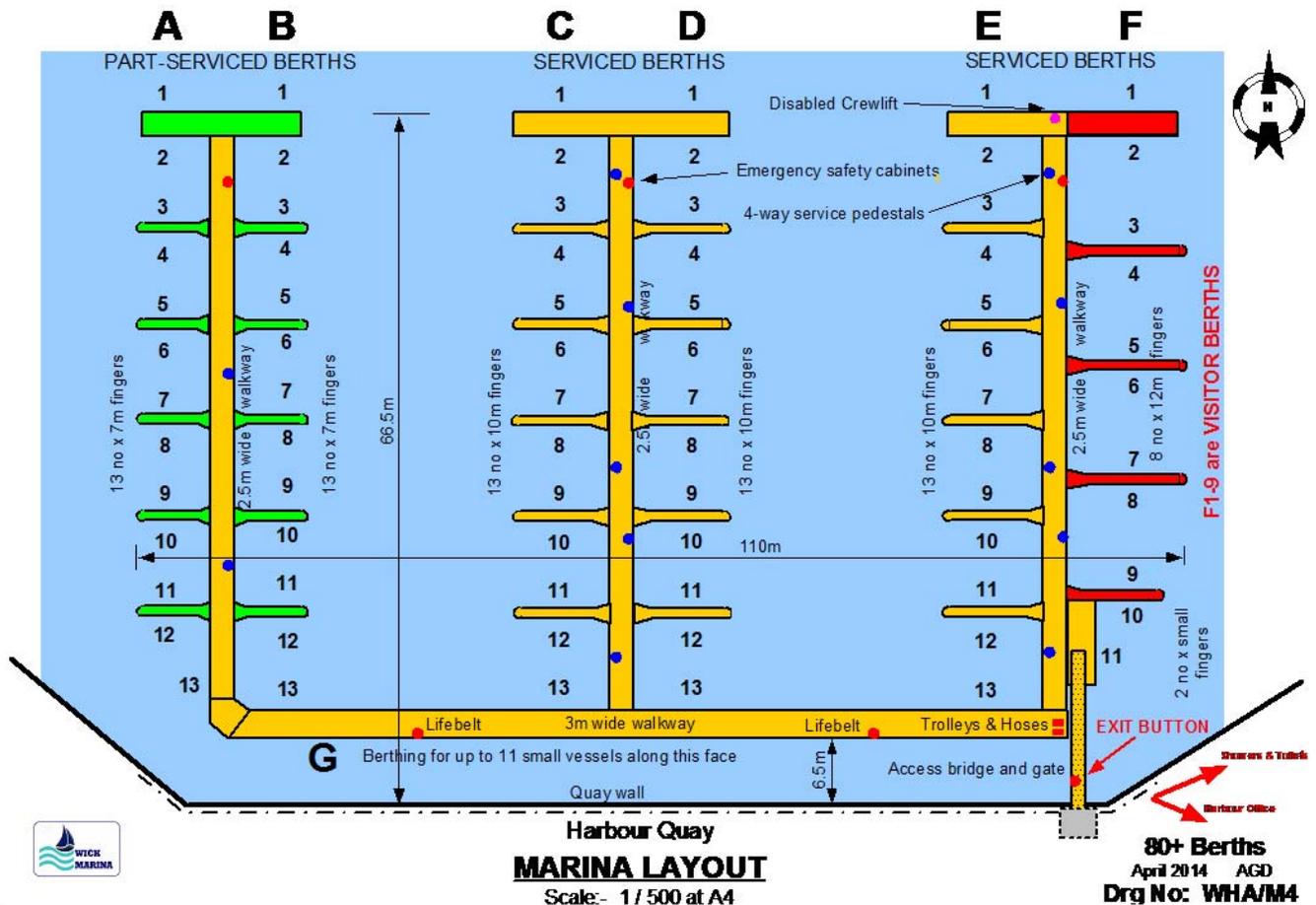
- 4 Pay the full year **in advance** by cash, cheque, or Debit Card. (2.5% discount applies)
- 5 Pay the full year **in advance** by Credit Card.
- 6 Pay the full year **in advance** by Standing Order over the first six months.
- 7 Pay each six months separately **in advance** by cash, cheque, or card.

Weekly or 3 month rentals will be paid in advance by cash, cheque, or card.

Note: Credit Card payments will incur a 2.75% surcharge.

Storage ashore:

- 1 If, after six months storage ashore, a vessel is not launched to any berth in the Harbour, the storage charge will double.
- 2 Vessel storage rates include cradles or trailers where appropriate. A monthly charge (see Page 5) will be levied on owners for 'empty' boat cradles and trailers left on WHA property any time of the year. Cradles and trailers should be clearly marked with the name of the boat or owner.



WICK HARBOUR & MARINA

CHARGES FOR LEISURE VESSELS (1st May 2015 – 30th April 2016)

(Compiled February 2015)

Note: Leisure vessels are charged 'per metre', based on the overall length of the vessel, as most other harbours in the north and the islands do. Periods afloat and ashore can start and finish at any time throughout the year as required.

Tables 1 and 2 show the metrage rates to be charged for serviced and unserviced marina berths, subject to a 5 metre minimum length charge. Table 3 shows the metrage rate for unserviced 'quay wall' berths, subject to a 5 metre minimum length charge.

Table 4 shows the metrage rate for Visiting Training Vessels.

Tables 1, 2 & 3 also show the metrage rate for onshore storage on WHA land, subject to a 5 metre min. length charge.

These rates will also apply to vessels engaged in commercial leisure activities, with a discounted passenger surcharge. See Note 9.

See our 'Terms and Conditions' document on www.wickmarina.co.uk for details of payment methods available.

TABLE 1 – SERVICED MARINA BERTHS AND STORAGE (£ per metre, excl / approx. incl 20% VAT)

12 months	6 months	3 months	1 week total	1 day	Monthly storage
106.00 127.20	67.00 80.40	42.00 50.40	83.33 100.00	16.67 20.00	2.60 3.12
1) Daily visitors will be charged £16.67 (£20.00) up to 10m loa, plus £1.67 (£2.00) per metre thereafter. A one week stay is discounted.					

TABLE 2 – UNSERVICED MARINA BERTHS AND STORAGE (£ per metre, excl / approx. incl 20% VAT)

12 months	6 months	3 months	1 week total	1 day	Monthly storage
101.00 121.20	63.00 75.60	38.00 45.60	83.33 100.00	16.67 20.00	2.60 3.12
2) Daily visitors will be charged £16.67 (£20.00) up to 10m loa, plus £1.67 (£2.00) per metre thereafter. A one week stay is discounted.					

TABLE 3 – UNSERVICED QUAY WALL BERTHS AND STORAGE (£ per metre, excl / approx. incl 20% VAT)

12 months	6 months	3 months	1 week total	1 day	Monthly storage
45.00 54.00	25.00 30.00	17.00 20.40	75.00 90.00	15.00 18.00	2.60 3.12
3) Daily visitors will be charged £15.00 (£18.00) up to 10m loa, plus £1.67 (£2.00) per metre thereafter. A one week stay is discounted.					

TABLE 4 – TRAINING VESSELS ON ANY QUAY OR PONTOON (£ per metre, excl / approx. incl 20% VAT)

4) Daily charge of £16.67 (£20.00) up to 10m loa, plus £1.67 (£2.00) per metre thereafter. Plus £1.00 (£1.20) per passenger visit, excluding permanent crew.					
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- (5) All dues to be paid in advance. See 'Terms and Conditions of Use'.
- (6) WiFi broadband is free to marina customers. Consult Office for log-on code.
On-berth 'reasonable' water consumption is free.
Electricity will be charged as follows:-
 - a) Resident berth holders at current WHA resale rate for long term use. Consult Office.
 - b) Visitors at £2.50 + VAT (**£3.00**) per 24 hours.
 - c) Owners to supply their own hoses and cables (all water at consumer's risk, cables to be PAT tested)
- (7) Toilets and showers available beside the Marina. Showers have £1 coin meter. Free keys from Office
To be returned before departure. Non-returns will be charged £5 + VAT (**£6.00**)
- (8) Non-return of Gate Fobs will be charged £10 + VAT (**£12.00**)
- (9) Regular commercial leisure trips will be charged 62p + VAT (**74p**) per passenger.
- (10) WHA strongly recommend that all leisure vessels berthed in the Harbour should carry at least Third Party Insurance cover to the value of £2,000,000.
- (11) Prices per metre will be calculated on the basis of the overall length of the boat, including davits, bowsprits, boarding ladders, stern drives, tenders, outdrives, anchors, pulpits and pushpits and any other extensions fore and aft of the vessel. Each vessel will be measured to verify actual overall length.
- (12) Onshore storage on WHA property will be subject to availability. If, after six months storage ashore, a vessel is not launched to any berth in the Harbour, the storage charge will double.
- (13) Empty trailers and cradles stored on WHA property will be charged at £8.00 + VAT (**£9.60**) per month
- (14) Quayside fuel supply by WHA is charged at the current prevailing rate per litre.



Wick Harbour Authority

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BERTH APPLICATION FORM (2 pages)

(Deliver to Office or copy and email to norma.simpson@wickharbour.co.uk)

Vessel owners full name:

Home address:

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.....

.....

Post code:

The following details are requested so that you can also be contacted quickly if any unforeseen situations arise.

Tel no: Home

Work

Mobile

Email address:

Name, details and phone nos of a person authorised to act on your behalf in your absence:

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In an emergency the Harbourmaster is authorised to take whatever action he deems necessary for your vessel, in your absence.

Name of vessel:

Model, material, and type of vessel:

.....Sail / power

Hull colour: Superstructure colour: Sail colour:

Length overall (as defined on Page 5 above): metres

Beam:metres. Draftmetres Approx weighttonnes

Engine model, fuel, and HP:

Please tick, and insert numbers where appropriate, where you have the following safety equipment: **(this section is optional** and information is collected purely for your own safety, and may be passed to the MCA / RNLI in case of an emergency). **HELP US TO HELP YOU!**

Fixed VHF radio: Fixed VHF radio with DSC+Call sign:

Handheld VHF radio: Handheld VHF radio with DSC+Call sign:

Inflatable liferaft forpersons: Life rings forpersons:

Handheld flares: Rocket flares:

Survival suits forpersons Radar: Fixed radar reflector:

Chart Plotter: Fire extinguisher(s) (No & type):

Rental Contract: (delete options not required)

Do you wish a Serviced **OR** Unserviced berth? Commercial **OR** Non-commercial use?

The Harbourmaster will allocate the appropriate length of finger berth.

I wish my contract to begin from the 1st of200....., and

to last for 12 months afloat (includes variable ashore time at your discretion),

OR, to last for 6 months afloat and 6 months ashore.

My preferred method of payment is: 1 or 2 or 3 or 4 or 5 or 6 or 7 (see page 4, and circle)

Do you wish to store your vessel on WHA land when ashore: Yes / No

Periods of less than six months afloat are charged by the week or 3 months without contract.

I have read and understand the Terms and Conditions of use and the Charges sheet:

Signed: Date:

You will be contacted with a quotation for your contract before signing up to your preferred option for payment, at which time your bank details will be required for the Standing Order option.