

Harbour Master - Peel Ports - Mersey

Maritime Centre, Port of Liverpool
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Marine Event Permit

Summary: Planning a marine event?

An individual or organisation planning to hold a marine event which, by its nature, circumstances, or location, introduces any extra or unusual hazard to the safety of life on the navigable waters of the Manchester Ship Canal or the Port of Liverpool, must have the event approved by the harbour authority. The Harbour Master is the local permitting authority to approve or disapprove marine events throughout The Manchester Ship Canal and Port of Liverpool. Sponsors of these events must submit an Application for Approval of Marine Events

Timeline for Submission:

New applications need to be submitted to the Harbour Master no later than **135 days** prior to the start of the proposed event. If your event meets the following provisions you may submit your permit no later than 60 days prior to the start of the event:

- (1) The sponsor submitted an application for the event in the year immediately preceding.
- (2) The nature, location, scheduling, and other relevant information contained in the previous application are essentially the same.
- (3) The Harbour Master received no objection to the previous application.
- (4) The Harbour Master did not promulgate general or special directions for the previous event.
- (5) The Harbour Master approved the previous event.

Late Applications:

For applications received late, if a review of the application shows that a permit is required, and if the permit application cannot be processed in time for the event, the sponsor will be notified that the permit cannot be issued.

We review each permit application; therefore, it is critical to include the following information for each event: sponsor name, date and time of event, type of event, area/location, sponsor's point of contact, on the water and/or on site, and the number of participating and spectator craft.

Lastly attached is an example of the Marine Event Permit Approval Letter, which you will receive once your event has been approved. It states your permit number and the responsibilities and obligations you have as an event sponsor. Should there be any doubt or questions regarding those responsibilities please notify us so we can clarify them prior to your event taking place.

Additional Support:

We want to work with you to ensure the quick and smooth processing of your application. If you have any questions, please email steve.gallimore@peelports.co.uk or call 0151 949 6112. We look forward to working with you in the near future, and, with your help and cooperation, we will have another safe summer season.