

**CORNWALL COUNCIL****Application for Boatman's Licence**

**Public Health Acts Amendment Act. 1907 - Section 94 and byelaws for the Licensing of Boats, Boatmen & Others within Truro and Penryn Harbours made under the Truro Harbours Order 1883 to 1928 and Penryn Harbour Orders 1870 to 1920 together with amendment 1994.**

I HEREBY APPLY for a licence as a boatman or person assisting in the charge or navigation of a pleasure boat or pleasure vessel to be let for hire or to be used for carrying passengers for hire under the above Act :

Name & Address:			
Email address:			
Landline number:			
Mobile number:			
Occupation:		Date of Birth (minimum age 18 years):	

The name and address of the owner of the boat(s) it is proposed to operate.			
Have you held a licence from any other local authority?	YES/NO	Have you been a boatman for a period of two years prior to the date of this application?	YES/NO

Signed:	
Date:	

**The completed application form and all relevant documentation must be returned to Truro Harbour Office by emailing [harbouroffice@cornwall.gov.uk](mailto:harbouroffice@cornwall.gov.uk) and payment taken before any inspection may be arranged or licence issued.**

## Privacy Statement – Maritime Boat & Boatman Licencing

### Who will control my data?

The Data Controller for all the information you provide is Cornwall Council, New County Hall, Treyew Road, Truro TR1 3AY. Data Protection Registration Number: Z1745294

### There's something I don't understand

If you need help in understanding or completing this form, please contact the Maritime Team on telephone number 01872 272130 or by emailing [harbouroffice@cornwall.gov.uk](mailto:harbouroffice@cornwall.gov.uk)

### How we will use the information about you

The information you provide on this form will be used for you to apply for a Boat & Boatman Licence and will be held securely within Cornwall Council's secure network and premises and will not be processed outside of the UK. Access to your information will only be made to authorised members of staff who are required to process it for the purposes outlined in this privacy notice.

### Who else will we share your information with?

Your information would only be shared after specific agreement with yourself, either by telephone, email or in writing.

### How long will you keep this information for?

Your information will be kept from first application and for up to a maximum period of 6 years.

### What are my data rights?

Your personal information belongs to **you** and you have the right to:

- be informed of how we will process it
- request a copy of what we hold about you and in commonly used electronic format if you wish (if you provided this to us electronically for automated processing, we will return it in the same way)
- have it amended if it's incorrect or incomplete
- have it deleted (where we do not have a legal requirement to retain it)
- withdraw your consent if you no longer wish us to process
- restrict how we process it
- object to us using it for marketing or research purposes
- object to us using it in relation to a legal task or in the exercise of an official authority
- request that a person reviews an automated decision where it has had an adverse effect on you

### How do I exercise these rights?

If you would like to access any of the information we hold about you or have concerns regarding the way we have processed your information, please contact:

Data Protection Officer

Cornwall Council

County Hall

Truro

TR1 3AY Tel: 01872 326424, Email: [dpo@cornwall.gov.uk](mailto:dpo@cornwall.gov.uk)

### I don't agree with something

We would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right. However, if you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's Office Tel No. 0303 123 1113 <https://ico.org.uk/concerns/>

I confirm that I have read the information above and that I agree to my information to be used for the purpose described.