

## **Section IV**

### **Other Activities**

#### **I. Registering Vessels and Trailers**

##### **A. Registering Vessels**

##### **1. Vessels Requiring Registration**

As a rule, every sail-powered vessel over eight feet in length and every motor-driven boat, not registered by the U. S. Coast Guard, using the waters or on the waters of the state are subject to registration.

###### **a. Exceptions**

For purposes of equipment used in this program, the following vessels do not have to be registered in California:

- Vessels propelled solely by oars or paddles.
- Sailboats that are eight feet or less in length without motors.
- Non-motorized surfboards propelled by a sail and with a mast that must be held upright by the operator.

##### **2. Registration Process**

You are required to register your undocumented vessel and pay applicable fees before it is placed in California waters. Vessels previously registered in other states must be registered in California within 120 days of being brought into the state, if it will be used upon California waterways the majority of the time.

To register your vessel you will need to:

- Complete an Application for Vessel Certificate of Number form (Boat 101).

<http://www.dmv.ca.gov/forms/boat/boat101.pdf>

- Provide a bill of sale or other proof of ownership.

- Pay the registration and titling fee.
- Plus, pay a renewal fee in odd numbered years, for a two-year renewal period, or a renewal fee in even numbered years, for a one year renewal period.

Complete the transaction at your local DMV or mail your application to:

Department of Motor Vehicles  
P. O. 942869  
Sacramento, California 94269-0001  
Attn: Vessels Section

**PLEASE NOTE:** The Department retains legal ownership of the equipment purchased under the program. Any vessel or trailer that is required to be registered by the Department of Motor Vehicles shall have the Department of Boating and Waterways listed on the registration as the lien holder.

The organization must request permission from the Department to dispose of any equipment purchased during the term of the contract. The Department must be consulted if the equipment is to be used for any activity other than boating safety training.

## **ii. Registering Trailers**

The Commercial Vehicle Registration Act of 2001 (CVRA). This law changes the way the Department of Motor Vehicles (DMV) registers most commercial motor vehicles with an operating gross vehicle weight of 10,001 lbs. or more, and most trailers. CVRA became operative on December 31, 2001.

### **1. The Registration Process**

Permanent Trailer Identification (PTI) will replace the way trailers are currently registered. The new law will affect trailers being registered for the first time in California and trailers with registrations expiring on or after December 31, 2001.

Camp trailers are subject to the new law, but trailer coaches and park trailers are excluded.

PTI will cost \$20 for the original registration or conversion. Upon conversion to PTI registration, you can:

- Retain the existing trailer plate, or
- Request a new permanent trailer identification plate.
- As of December 31, 2001, tow dollies or auxiliary dollies are no longer required to be registered. They may opt to convert to PTI. If the owner converts to PTI, they should display a PTI plate or a regular plate with a PTI sticker. If the owner does not convert to PTI, the existing plate should be removed.

You will receive a permanent trailer identification card at the time of initial registration or conversion. The PTI will be renewed every five (5) years for a \$10 fee. If you keep your existing plate, a PTI sticker will be issued. The new PTI plates will not need stickers.

To register a vessel trailer, use DMV form 343, application for Title or Registration.

<http://www.dmv.ca.gov/forms/reg/reg343.pdf>

Refer to sample.

Complete the transaction at your local DMV or mail your application to:

Department of Motor Vehicles  
P. O. 942869  
Sacramento, California 94269-0001  
Attn: Vessels Section

For more information on the registration process, you may access DMV's website <http://www.dmv.ca.gov/boatsinfo/boat.htm>



**Complete EITHER Certificate of Sale (Part A) OR Statement of Applicant (Part B)**

**CERTIFICATE OF SALE (A)**

- Dealer
- Builder/Manufacturer
- Other

I/WE \_\_\_\_\_ ADDRESS \_\_\_\_\_ STREET \_\_\_\_\_

\_\_\_\_\_ sold the vessel described on the reverse side  
CITY STATE ZIP CODE

of this form \_\_\_\_\_ to \_\_\_\_\_  
HULL IDENTIFICATION NAME OF BUYER

This vessel was last licensed in the State of \_\_\_\_\_ Vessel Number \_\_\_\_\_ in the year of \_\_\_\_\_.

TOTAL COST OF VESSEL, motor and other components parts included in the sale: \$ \_\_\_\_\_

DATE	NAME OF SELLER (IF COMPANY, AUTHORIZED EMPLOYEE MUST SIGN)	B.E. PERMIT NO.
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**STATEMENT OF APPLICANT (B)**

*I/We declare the vessel described on the reverse side of this form was acquired by me/us in the following manner at the place and date set forth below. (Give name of seller of boat or materials used in construction.) Attach Supporting Documents such as Bill of Sale or Invoices to verify statement made below.*

Cost of Vessel: Materials \$ \_\_\_\_\_ Motor/Sails/Etc. \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

Location Where Acquired \_\_\_\_\_ Date \_\_\_\_\_

**Check appropriate box and complete statement if required.**

- LIVERY — (Section 300.04 California Code of Regulations)**  
A livery boat is any vessel subject to registration under the California Vehicle Code, that is held primarily for the purpose of renting, leasing or chartering to others.
- FOR HIRE — (Section 300.05 California Code of Regulations)**  
Vessels carrying passengers for hire means any vessel subject to registration under the California Vehicle code which is held for use for the carriage of any person by such vessel for valuable consideration whether directly or indirectly flowing to the owner, charterer, operator, agent, or any other person interested in the vessel.
- COMMERCIAL — DEEP SEA FISHING**  
Vessel will be used 50% or more of the time in commercial deep sea fishing operation outside the territorial waters.
- YOUTH GROUP — (Section 9870 California Vehicle Code)**  
Applicant is a nonprofit public corporation governed by the Nonprofit Public Benefit Corporation Law (Part 2 [commencing with Section 5110] of Division 2 of Title 1 of the Corporation Code), which purposes relate to promoting the ability of boys and girls to do things for themselves, to train them in scoutcraft and camping and to teach them patriotism, courage, self-reliance and kindred virtues.
- GOVERNMENT — (Section 300.16 and 300.18 California Code of Regulations)**  
This vessel is a public undocumented vessel belonging to the State, County, or City Government or Federal agencies of the United States.
- OTHERS**  
None of the above applies, however a special CF number is being requested based on:



# APPLICATION FOR TITLE OR REGISTRATION

DMV USE ONLY	
O/S DL #/STATE	
TECH INITIALS	

VEHICLE/HULL IDENTIFICATION NUMBER	MAKE OF VEHICLE OR VESSEL BUILDER
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**1. OWNER INFORMATION (Please print true full name or lessor/business name)**

LAST NAME OR LESSOR OR BUSINESS NAME <input type="checkbox"/> AND <input type="checkbox"/> OR	FIRST NAME	MIDDLE NAME	CALIFORNIA DRIVER LICENSE OR ID NUMBER	
LAST NAME, OR LESSEE <input type="checkbox"/> AND <input type="checkbox"/> OR	FIRST NAME	MIDDLE NAME	CALIFORNIA DRIVER LICENSE OR ID NUMBER	
LAST NAME, OR LESSEE	FIRST NAME	MIDDLE NAME	CALIFORNIA DRIVER LICENSE OR ID NUMBER	
RESIDENCE OR BUSINESS ADDRESS (Include St., Ave., etc.)	APT./SPACE NO.	CITY	STATE	ZIP CODE
MAILING ADDRESS (If Different From Above)	APT./SPACE NO.	CITY	STATE	ZIP CODE
LESSEE ADDRESS (If Different From Above)	APT./SPACE NO.	CITY	STATE	ZIP CODE
TRAILER COACH ONLY - ADDRESS WHERE TRAILER IS LOCATED (If Different From Above)		CITY	STATE	ZIP CODE

**2. TITLE HOLDER INFORMATION (Do NOT reenter owner's name) If "NONE," so print**

NAME OF BANK/FINANCE COMPANY OR INDIVIDUAL	ELECTRONIC TITLE NUMBER
BUSINESS OR RESIDENCE ADDRESS	APT./SPACE NO. CITY STATE ZIP CODE
MAILING ADDRESS (If Different From Above)	APT./SPACE NO. CITY STATE ZIP CODE

**3. COST AND OPERATION INFORMATION (Purchase price does not include sales tax, insurance, finance charges, or warranty.)**

**MILES/KILOMETERS:** If new owner, enter miles at date of purchase and check here.   
 If no change of ownership, enter miles as of this date and check here.

\_\_\_\_\_, \_\_\_\_\_.  (no tenths)  Miles  Kilo.  is the actual mileage  is not the actual mileage  mileage exceeds the odometer mechanical limit

DATE VEHICLE ENTERED OR WAS FIRST OPERATED IN CALIFORNIA	DATE YOU WENT TO WORK IN CALIFORNIA OR BECAME A RESIDENT (WHICHEVER OCCURRED FIRST)
Mo. _____ Day _____ Yr. _____	Mo. _____ Day _____ Yr. _____

VEHICLE WAS PURCHASED OR ACQUIRED ON:	AND WAS (CHECK ONE BOX):	YEAR MODEL	VEHICLE WAS PURCHASED OR ACQUIRED FROM:
Mo. _____ Day _____ Yr. _____	<input type="checkbox"/> New <input type="checkbox"/> Used		<input type="checkbox"/> Dealer <input type="checkbox"/> Family Member <input type="checkbox"/> Private Party

MUST CHECK **ONE** BOX **ONLY**, AND ENTER REQUIRED INFORMATION FOR **THAT ONE** BOX:

I purchased this vehicle for the price of \$ \_\_\_\_\_.

I acquired this vehicle as a gift or trade. Its value when I acquired it was \$ \_\_\_\_\_.

I acquired this vehicle as a gift or trade. Its current market value is \$ \_\_\_\_\_. (Requires completed Statement of Facts [REG 256].)

A. Will this vehicle be used to carry people for hire (taxi, bus, etc.)? .....  Yes  No

B. When you acquired this vehicle were you on active duty in the U.S. Armed Forces? .....  Yes  No

If yes, print name of state or country where stationed: \_\_\_\_\_

C. Is this a commercial motor vehicle that operates at 10,001 lbs. or more (pickups excluded)? .....  Yes  No

If yes, a Declaration of Gross Vehicle Weight/Combined Gross Vehicle Weight Form (REG 4008) must be completed.

If yes, a Motor Carrier Permit may be required. Call (916) 657-8153 for further information.

D. Was sales tax paid to another state?  Yes  No If yes, enter amount paid: \$ \_\_\_\_\_

If your car was last registered in another state, you may be eligible for a use tax exemption. For further information please contact the Board of Equalization or visit [www.boe.ca.gov](http://www.boe.ca.gov).

**4. OWNER(S) SIGNATURE(S)**

The registered owner mailing address is valid, existing, and an accurate mailing address. I consent to receive service of process at this mailing address pursuant to VC §1808.21.

**I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

OWNER'S SIGNATURE	DATE	DAYTIME TELEPHONE NUMBER
<b>X</b>		( )
OWNER'S SIGNATURE	DATE	DAYTIME TELEPHONE NUMBER
<b>X</b>		( )



## **II. End-of-Year Annual Reports**

Exhibit B of your contract requires each contractor to submit an End of Year Report for each calendar or partial calendar year in the term of the contract.

The End-of-the-Year Report details the days the program was operating, types of activities, levels of participation, and an updated inventory list of equipment purchased under the contract and any previous contracts between your organization and the Department of Boating and Waterways.

A sample of the Letter requesting your End-of-Year Annual Report is on the following pages.

**--SAMPLE--**

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**DEPARTMENT OF BOATING AND WATERWAYS**

2000 EVERGREEN STREET, SUITE 100  
SACRAMENTO, CA 95815-3888  
(888) 326-2822  
www.dbw.ca.gov



November 15, 2007

**RE:** Year End Report Information Letter

Dear Aquatic Center Director:

This letter is to remind you of your requirement for reporting annual summaries to the Department for calendar year 2007. Please submit this report no later than January 15, 2008.

Contractors are required to submit an annual report each year within the term of any contract with the Department of Boating and Waterways' Aquatic Grants Program. Currently, scholarship contract terms run 1-2 years and equipment contract terms run for 15 years.

The summaries are made part of the Department's Recreational Boating Report sent to the U.S. Coast Guard in Washington, D.C. Your summaries are a very important part of this report and significantly help to secure future federal funding for the Aquatic Grant Program in California.

**Components of your Year End Report**

**I. Year End Perspective**

Please provide a narrative summarizing the activities of your program over the past year.

- A. Discuss what your grant funding was used for along with how it enhanced your program(s).
- B. Discuss any new developments, such as: changes in programming; new youth groups reached; retooling of curriculum, etc.
- C. Discuss successes regarding things like advertising or registration processes, etc.
- D. Include any challenges you encountered, such as: purchasing of equipment; weather; student registration; staffing, etc.



## Inventory List

Please provide a complete list of inventory purchased with grant funds from all contracts between your organization and the Department of Boating and Waterways. The attached spreadsheet will serve as your inventory list. Purchase price is only required on equipment purchased in contracts with numbers beginning with 02 and later.

Items required to be listed on inventories (regardless of value)

- Vessels:
  - Canoes
  - Kayaks
  - Rafts
  - Sailboards
  - Sailboats
  - Motorboats (including inflatables)
  - Rowing shells (there are a few programs that have these from years ago before we stopped funding shells.)
  - Personal Watercraft
- Trailers
- Engines

Items **not** required to be listed on inventories

- Paddles/oars
- Life jackets
- Wet suits/wet shoes
- Radios
- Dollies
- Sails
- Water skis/wake boards
- Helmets
- Spray skirts
- Dry bags
- Other safety equipment such as horns, megaphones, etc.

If you have a piece of equipment that is not listed in one of the above categories, contact Jana or Amy and we will discuss it with you.

Please be sure to note on your inventory list that all of your boats and trailers purchased through the aquatics funding program are registered/numbered in compliance with state law and with the equipment title vesting the Department of Boating & Waterways with legal ownership. The Department shall be listed as the lien holder and the contractor as the registered owner.

## V. Photographs

Please provide photographs of students (in lifejackets if on the water or dock) learning boating safety skills and photos of your aquatic facility if available. A variety of ages and activities is appreciated. We use these pictures in reports and publications on occasion, so let us know if this presents a problem.

## VI. Recommendations for Improvement

Please provide any comments regarding changes you would like to see relating to the Aquatic Grants Program.

As mentioned previously, this report is due no later than January 15, 2008. In keeping with requirements of your contract, failure to submit this report will result in penalties attached to future grant application requests.

This document including the Information Letter and the Inventory List spreadsheet is available at our website under Year End Report documents at: <http://www.dbw.ca.gov/Funding/AquaticGrant.aspx>. We can also email you a copy of the inventory spreadsheet in an Excel format upon request.

If you have any questions, please contact either of us.

Sincerely,



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(916) 263-8190  
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