

APPLICATION FOR OSMB MARINE EVENT PERMIT



Application for a permit to hold a marine event, regatta, or parade. This permit must be filed and completed at least 30 days prior to an event (ORS 830.375). Send completed applications to jessica.watson@oregon.gov or fax to (503) 378-4597.

Name of event:

Body of water:

Name and address of sponsor:

Date(s) of event:

Email address:

Start time:

End time:

Description of event:

NOTE: Attach a section of a chart or map with boundaries

Number of participating boats:

Size of participating boats:

Types of participating boats:

Number and description of boats provided by sponsor for safety and conduct of the event:

Estimated number of spectator boats:

Chair of the event:

Location of Chair during the event:

Chair cell phone number:

Name, email, and cell phone number of person to contact for further details about this event:

The undersigned has full authority as spokesman for the sponsor:

Date:

ENDORSERS: Please attach any conditions for issuance to a separate page.

FIRST ENDORSEMENT: County sheriff or enforcement agency

Signature

Agency:

Date:

SECOND ENDORSEMENT: Land Managing Agency (Federal, State, or Local)

Signature

Agency:

Date:

ADDITIONAL ENDORSEMENTS: Complete if more agencies are involved

Signature

Agency:

Date:

In order to ensure the marine event permit request and authorization process proceeds smoothly, please review the following:

NAVIGABLE WATERS

The US Coast Guard permits all marine events on Federally Navigable Water including all tidally influenced waters in Oregon. Contact the US Coast Guard – Marine Event Sector at (503) 240-9319 for details. US Coast Guard marine event applications must be submitted no later than 135 days prior to the event.

OREGON WATERS

At least 30 days before holding a marine event such as a regatta, boat race, marine parade, tournament, or exhibition on waters of this state outside of the US Coast Guard jurisdiction, event organizers must apply for a permit to hold the event.

APPLICATION PROCESS

1. The event sponsor is responsible for forwarding their permit application through the signature process. A completed application contains the signatures of the federal, state, or local agencies specified on the application.
2. Prepare application and forward to local authorities. If additional pages are needed, please attach them to the application.
3. Permit applications require local endorsement prior to final approval. Be certain to allow sufficient time for the agency's review process.
4. Once all the endorsement signatures have been acquired, email a completed PDF of the application to jessica.watson@oregon.gov, fax the form to 503-378-4597, or mail the application to Oregon State Marine Board, PO Box 14145, Salem OR 97309. Digital submission is preferred for quick turnaround.
5. If you would like to request US Coast Guard Auxiliary Patrol coverage, please contact OSMB Board for assistance.
6. It is the responsibility of the sponsor to ensure that the permit has been approved. The original application will be returned to the sponsor when the permit is authorized. This permit must be available for inspection on the event date(s) indicated.

NEW FOR 2020: PLEASE INCLUDE A PLAN INDICATING YOUR COVID-19 PROCEDURES AND HOW YOUR EVENT WILL COMPLY WITH CURRENT SOCIAL DISTANCING GUIDELINES IN THE COUNTY OR COUNTIES WHERE YOUR EVENT IS BEING HELD.

QUESTIONS? NEED ASSISTANCE?

Please contact Jessica Watson at 503-877-7897 or email jessica.watson@oregon.gov.