



4 March 2021

Leanne Sharp  
Director  
Whale Watch Western Australia

To Whom it May Concern,

Application for usage of a portable office at Fishery Beach Marina for the purpose of guest checkin, bookings and enquiries. Due to the increasing demand for the Orca experience we are looking to create a more streamlined and professional checkin service for our guests.

#### **LOCATION**

Please see attached example of intended location of the checkin office, preferably to be in line of sight with our vessel.

#### **USAGE**

During the months of January to April, daily from 6am to 4pm. The office is mobile and would be transferred to the harbour each morning before being taken back to our property for storage. The office would be manned by one of our crew members throughout the day.

#### **DESIGN**

New Australian made trailer with required licensing, registration and insurance. Please see image attached to this application for example.

#### **OPERATION PROCEDURE**

Arriving guests would checkin at the mobile office and our crew will then direct them to the correct location for boarding.

Please don't hesitate to contact us should you have any questions or need further clarification.



**MOBILE  
CHECKIN  
OFFICE**



**DISCLAIMER**

The Shire of Jerramungup does not warrant the accuracy in this publication and any person using or relying upon such information does so on the basis that the Shire of Jerramungup shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information



SCALE 1 : 1000	
SHEET 1 of 1	SIZE A3
DATE 04/03/2021	

PROJECT Site Plan Fishery Beach Marina, Swarbrick Rd, Bremer Bay WA 6338	
CLIENT WHALE WATCH WA	