

**SCV1****APPLICATION FOR 5 YEAR EXAMINATION**

Use this form for applications for 5 year examinations and to notify of any change of Owner and/or Managing Agent details for when in an existing 5 year cycle (The extent of examination required on the change of owner/managing agent will be at the discretion of the Certifying Authority). Please refer to the notes on page 2 while completing this form.

**VESSEL DETAILS**

Vessel Name:			
Motor, RIB or Sail:			
If already coded, what is the Certifying Authority unique number (for transfers and renewals):			
What is your intended Area Category (please refer to the notes on page 2):			
What is the intended number of persons on board (including crew):			
Is the vessel used for carrying more than 1000kg cargo, or towing, or lifting:			
Port of Registry (or 'Intended Port of Registry' if applying):			
Official No. (if already registered):			
Base Port			
Builder:		Year of Build:	
Model or Design Class:			
Overall Length (in metres):		If over 24m, what is the Load Line Length (in metres):	
Beam:		Material of Vessel:	
Intended Use of Vessel: (please tick <u>one</u> box)	Domestic voyages only from UK ports <input type="checkbox"/>	International Voyages With paid crew OR Operating outside the UK <input type="checkbox"/>	International Voyages Bareboat for sport & pleasure <input type="checkbox"/>
Name of your chosen YDSA Nominated Surveyor:			

If you do not yet have a Nominated Surveyor, please see our list of MCA Coding Surveyors at <http://www.ydsa.co.uk/nomsurv.asp>

**OWNERSHIP DETAILS**

Title (e.g. Mr, Mrs):			
First Name(s):		Last Name:	
Company Name:			
Address:			
City/Town:		County/State:	
Postal Code:		Country (e.g. UK):	
Telephone:		Mobile Phone:	
E-mail:			
VAT Number:			

If a Managing Agent exists, please complete their details on page 2

**DECLARATIONS BY OWNER/MANAGING AGENT**

I, the Owner/Managing Agent of the vessel described above apply to have the vessel examined and accepted under the Code of Practice for Small Commercial vessels and agree to pay all charges in respect of the Certification of the vessel to the YDSA Certifying Authority and for the survey of the vessel.

Signature of Owner/Managing Agent:

Date:

		20
Day	Month	Year

### MANAGING AGENT (if applicable)

Title (e.g. Mr, Mrs):			
First Name(s):		Last Name:	
Company Name:			
Address:			
City/Town:		County/State:	
Postal Code:		Country (e.g. UK):	
Telephone:		Mobile Phone:	
E-mail:			
VAT Number:			

If a Managing Agent exists, it is assumed that all correspondence (including the issue of **certificates** and **invoices**) will be sent to the Managing Agent. It is also assumed the Managing Agent will be the signatory on the SCV2A (also known as the **Responsible Person**).

### INTENDED AREA CATEGORY

A vessel may be considered for the issue of a Small Commercial Vessel certificate allowing it to operate in one of the following areas:-

- Area Category 6 - to sea, within 3 miles from a nominated departure point(s) named in the certificate and never more than 3 miles from land, in favourable weather and daylight
- Area Category 5 - to sea, within 20 miles from a nominated departure point named in the certificate in favourable weather and daylight
- Area Category 5 (Workboat code June 2014) - within 3 miles of land and not more than 3 miles radius from either the point of departure to sea or the seaward boundary of protected waters (see definition of "protected waters") in favourable weather;
- Area Category 4 - Up to 20 miles from a safe haven, in favourable weather and in daylight
- Area Category 3 - Up to 20 miles from a safe haven
- Area Category 2 - Up to 60 miles from a safe haven
- Area Category 1 - Up to 150 miles from a safe haven
- Area Category 0 - Unrestricted service

Depending on the nature of the vessel and its use, a vessel may be restricted to less than the above specified limits. Such a restriction should be recorded on the Small Commercial Vessel Certificate for the vessel.

### PORT OF REGISTRY and OFFICIAL NO.

The Port of Registry should be one of the officially named ports provided by the relevant registry. If you are filling this form in electronically, there is a drop-down selection for you to choose from.

If you are currently on a Ships Register, please supply your Official Number. Otherwise leave this blank.

If you are operating outside the UK you are advised to register for commercial use. In some countries this is a mandatory requirement of operating your vessel commercially and you should check local requirements.

**Please provide us with a copy of your registration certificate.**

If you are not currently on a Ships Register and would like to be, or would like more information, please look at the relevant page on our website at <http://www.ydsa.co.uk/registration.html> or ask your surveyor.

## YDSA Certifying Authority scale of administration fees

<b>Application fee for the issue of a compliance certificate (1st year)</b> Fees in this table are VAT Exempt		<b>Fee Included</b>
Vessels under 15m in length and not in the below criteria		
Vessels between 15m and 19m in length		
Vessels under 19m in length operating in Categories 0 and 1		
Vessels under 19m carrying 16 or more persons, over 1000 Kg cargo, or engaged in lifting, towing or Pilot Boat operations		
All vessels 19m in length and over		

<b>Annual Renewal fee for the issue of a compliance certificate (years 2 to 5)</b> Fees in this table are VAT Exempt		<b>Fee Included</b>
Annual renewal fee for vessels under 15 metres not requiring annual examination by the Certifying Authority		<b>£85.00</b>
Annual renewal fee for vessels between 15m and 19m in length not requiring annual examination by the Certifying Authority		<b>£170.00</b>
Vessels under 19m in length requiring an annual examination by the Certifying Authority		
All vessels 19m in length and over		<b>£190.00</b>

<b>MLC Compliance Fees</b> Fees in this table are VAT Exempt		<b>Fee Included</b>
MLC (Maritime Labour Convention 2006) Compliance		

<b>Vessel Stability Fees</b> VAT <u>should be added</u> to fees in this table unless otherwise stated If stability documentation is not presented in an approved format, further fees may be charged for additional work		<b>Fee Included</b>
Issue of Stability Category (vessels not requiring stability books) (this fee is VAT Exempt)		
Intact Stability (checking of stability books)		
Damaged Stability (checking of stability books)		
Sailing Multihulls (checking of stability books)		

<b>Compliance Examination - Surveyor's Fees</b>
The fees for the Compliance Examination are negotiated with and paid directly to the Surveyor. The quoted fee will be on the basis that the vessel is presented for examination complying fully with the Code requirements. An additional charge may be made for a return visit or providing assistance with stability information.

<b>Administration Fees</b> VAT <u>should be added</u> to fees in this table		<b>Fee Included</b>
YDSA Administration fee (e.g. issue of duplicate certificates, 3 month extension)		
Retrieval of files from archive (typically vessels that have not been coded for 2+ years)		

<b>Payment Details</b>	<b>Net Total</b>	<b>VAT</b>	<b>Gross Total</b>
If you have completed this part of the form as a PDF file, the total on the right will be populated for you based on your ticks above. If not, please indicate the total fee paid.			
<b>Card Payments / PayPal</b> This is through a secure online payment system. We cannot take payments over the telephone. Please go to our website <a href="http://www.ydsa.co.uk/mca.html">http://www.ydsa.co.uk/mca.html</a> and see the Payments section.			
<b>Cheque</b> Please make payable to ' <b>YBDSA Holdings Ltd</b> ' and put the name of the vessel on the back of the cheque. Send payment to: YBDSA, The Glass Works, Penns Road, Petersfield, Hants, GU32 2EW			
<b>Bank Transfer</b> Please use the name of the vessel as your reference so we can apply your payment to the correct vessel straight away. Failure to do so may delay your application. Account name: YBD&SA Holdings Ltd      IBAN no: GB26LOYD30939400458802 Account no: 00458802      SWIFT no: LOYDGB21218 Sort Code: 30-93-94 Bank address: Lloyds Bank, 12 High Street, Haslemere, Surrey, GU27 2JG			