**APPLICATION FOR A PRE-REGISTRATION INSPECTION**

How to Apply

1. Complete all details on this form;
2. Sign and date the Declaration (Section F) on page 2;
3. Submit to the SCMS by email to [fv@scmshq.org](mailto:fv@scmshq.org) or by post to the address at the bottom of the page.

In the event of problems with completion, please contact the office for advice.

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| **A. APPLICATION DETAILS** | | | | |
| **A1. Applicant’s Details** The Letter of Offer and invoices will be sent to the Applicant | | | | |
| Company: |  | | Company Number: |  |
| Address: |  | | | |
| Telephone (Landline): |  | | Telephone (Mobile): |  |
| Contact Name: |  | | Email: |  |
| Is the applicant above the owner of the vessel? |  | If ‘No’ then direct written consent will be required from the owner to SCMS for the inspection to be carried out on their vessel. | | |
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| **B. VESSEL DETAILS** | | | | |
| Builder/Model of Vessel: |  | | Vessel Name: |  |
| Vessel Type: |  | | Year of Build: |  |
| Overall Length (m): |  | | Yard Number: |  |
| Breadth (m): |  | | Registered Length (m): |  |
| Max Design Speed (knots): |  | | Depth (m): |  |
| Proposed Fishing Method: |  | | Hull Construction: |  |
| Vessel Carries Catch >1000kg: |  | | Max Engine Power (kW): |  |
| \*Freeboard measurement: (mm) |  | |  |  |
| \*The freeboard measurement is to be taken in an upright position from the waterline to the lowest point of the weatherdeck (decked vessels), or the vessel’s perimeter toprail (open vessels). For this measurement to be accurate the vessel must be in a fully operational state for sea and fishing. | | | | |
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| **C. VESSEL LOCATION** Where the vessel will be inspected out of water | | | | |
| Location of Vessel: |  | | | |

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| **D. GUIDANCE NOTES** | | | |
| Once an application has been approved you will be provided with a Letter of Offer which outlines all fees in connection with the Application and our Terms and Conditions. Once you have agreed to these you will be assigned a Surveyor who will make contact with you.  The SCMS Letter of Offer will include an additional fee taken in line with MGN 630 (para 4.7) charged by the MCA for reviewing the Comparison Report. This fee is required to be paid by the SCMS to the MCA on behalf of the applicant.  This inspection is to provide a comparison report to the Maritime and Coastguard Agency (MCA) for the vessel to be considered for acceptance to the UK Fishing Vessel Registry. Only the MCA can accept/reject vessels to this registry.  The vessel’s construction and outfit will be compared against the relevant Construction and Outfit Standards for Fishing Vessels less than 24m Registered Length issued by the MCA. Copies of these can be obtained from the MCA website.  After inspection the surveyor will provide a comparison inspection report to the SCMS for review against the applicable standard. Upon satisfactory review of the report by the SCMS both the MCA and the Applicant will be provided with a copy.  Where the MCA have requested owners to carry out remedial work against the resulting report and state that SCMS are to re-inspect these works, then an additional fee will be requested to cover the attending surveyor’s costs, an SCMS administration fee and the MCA fee for reviewing the additional Comparison Report.  Please see details in MGN 630 (as amended) regarding background, policies, inspection processes and the conditions for the inspection relating to this service. | | | |
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| **E. COMMENTS** | | | |
| Please provide any comments which might be useful in support of this Application. | | | |
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| **F. DECLARATION** | | | |
| I, the Applicant, (whose details appear in Section A1 above), hereby confirm that:  I am at least 18 years of age; and  All details in this Application are correct; and  Consent has been obtained from any individuals who are detailed above in addition to the Applicant; and  That no asbestos has been used for the construction or fitout of the vessel.  I consent to the use of my personal data as detailed in the SCMS GDPR Policy as detailed below:  The Data Protection Act and EU General Data Protection Regulations  Under the terms of the operational agreement between the SCMS and the Maritime and Coastguard Agency (MCA), the SCMS is obliged to record and pass on survey and certification information relating to your vessel, including the owner’s name and address. This information will be retained by the MCA for its own use. The SCMS will not publish, make this information publicly available, or pass it on to any other organisations or companies. For further details please see our current SCMS Privacy Policy at [www.scmshq.org](http://www.scmshq.org) or request a copy from [fv@scmshq.org](mailto:fv@scmshq.org) | | | |
| Name: |  | Date: |  |

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| Signed: |  |