### **APPLICATION FOR SURVEY** FOR THE ISSUE OF

(i) Type of Certificate:

If Others, please specify:      …..Others, please specify: ...>>>>>

(ii) Type of Survey:

If Others, please specify:

**PLEASE READ NOTES ON THE REVERSE CAREFULLY BEFORE COMPLETING THIS APPLICATION.**

This form may take you 5 minutes to fill in. You will need the following information to fill in the form:

a) Ship’s particulars & b) Details of the certificates to be renewed.

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Name of Vessel: | 2. | Year Built: |
| 3. | Port of Registry/License\*: | 4. | Official No: |
| 5. | Gross Tonnage: | 6. | Regd. Length: |
| 8. | Type of Vessel & Plying Limits: | 7. | Overall Length: |
| 9. | Current Certificate issued by: | | |
| 10. | Certificate No. & Expiry Date of Current Certificate: | | |
| 11. | Proposed Date & Time for Survey: | | |
| 12. | Place where ready for Survey: | | |
| 13. | Scheduled Date of Departure/Launching\*: | | |
| 14. | Name, Telephone No. & Email of Owner’s/Agent’s representative with regard to survey: | | |

I hereby request a survey of the above vessel. I have read and understood the notes overleaf and I undertake to pay such expenses as may be due.

Signature of Owner’s / Agent’s Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

Name & Address of Company (Official Stamp):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# FOR OFFICIAL USE ONLY

Order of Despatch Survey Conducted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(1) HOD/FSC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of first visit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(2) Recording Clerk: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of last visit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(3) Surveyor Appointed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Travelled by own transport for \_\_\_\_\_visit(s)

Instructions/Remarks:- Total time spent \_\_\_\_\_\_\_ hours (including traveling time & \_\_\_\_\_\_\_ hours of overtime)

\*Initial / Renewal / Intermediate / Annual Survey

\*Radio survey has/has not been done by approved radio surveyors

Cert. No. \_\_\_\_\_\_ dated \_\_\_\_\_\_ Fee $ \_\_\_\_\_\_

\* Delete as appropriate

wef 9 Sep 2020EXPLANATORY NOTES

## TYPES OF CERTIFICATE / REPORT

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Passenger Ships | 6 | Load Line |
|  | 1. Passenger Ship Safety Cert |  | 1. International Load Line Cert |
|  | 1. Thirty-Mile / Port Limit |  | 1. Singapore Load Line Cert |
|  | Passenger Ship Safety Cert |  | 1. Annual Endorsement on International / |
|  |  |  | 1. Singapore Load Line Certificate |
| 2 | Safety Equipment |  |  |
|  | 1. Cargo Ship Safety Equipment Cert | 7 | Petroleum |
|  | (Non-convention Ship) |  | Report of fitness to carry Petroleum in |
|  | 1. Endorsement of Annual / Periodical Survey |  | Package |
|  |  |  |  |
| 3 | Safety Construction | 8 | Ships’ Carving Note |
|  | 1. Cargo Ship Safety Construction Cert |  | Certificate of Ships’ Carving Note |
|  | (Non-Convention) |  |  |
|  | 1. Endorsement of Annual / Intermediate Survey | 9 | Marpol |
|  |  |  | 1. International / Singapore Oil Pollution |
| 4 | Safety Radio |  | Prevention Cert |
|  | 1. Cargo Ship Safety Radiotelephony Cert |  | 1. International Pollution Prevention |
|  | 1. Cargo Ship Safety Radio Cert |  | Certificate for the Carriage of Noxious |
|  |  |  | Liquid Substances in Bulk |
| 5 | Tonnage Measurement |  | 1. Endorsement of Annual / Intermediate |
|  | Tonnage Cert |  | Survey |
|  |  |  |  |
|  |  | 10 | Damage Survey |
|  |  |  |  |
|  |  |  |  |

PLEASE READ THESE NOTES CAREFULLY:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Application for survey is to be made to:- |  | Enquiry / Confirmation of |
|  | Maritime and Port Authority of Singapore |  | Appointment: |
|  | Shipping Division (Flag State Control Dept) |  |  |
|  | 460 Alexandra Road, #21-00  PSA Building, Singapore 119963 |  | Tel: (65)6272 7777 (Select option 1, 3) |
|  | Email: shipping@mpa.gov.sg |  |  |
|  |  |  |  |

1. Each application for survey for the issue of a certificate is to be made on a separate application form. Application for survey of a foreign ship is to accompanied by a letter of request from the government or embassy concerned.
2. The survey fee is to be paid at the time of collection of the certificate. An additional charge will be levied on surveys conducted out of normal office hours at owner’s request. If the owner / agent decides not to proceed with a survey, a charge on the time spent by the surveyor may be levied.
3. The owner and master or chief engineer of a ship to be surveyed shall ensure that all items to be inspected are ready at the time of survey and provide all necessary facilities for their inspection. The owner and master or chief engineer shall also produce for the surveyor’s use and retention if required, such information, plans, drawings, specifications and other documents relating to the ship as he may require.
4. It may not be possible for a survey to be conducted at the desired time in a short notice. Please check with the assigned surveyor through the survey clerk to confirm the date and time for survey or other details.
5. **PAYMENT:** Payment should be made via nets, credit card, cheque or MPA account. Cheque should be made payable to Maritime and Port Authority of Singapore.
6. Please note that processing time is normally within 3 working days.