



DEPARTMENT OF TRANSPORT

Rotation No.	
Official use only	

APPLICATION FOR SURVEY OR INSPECTION BY THE MARINE SURVEY OFFICE.

1 Details of vessel ownership[#] – This section must be completed – see note 24 below.			
Name		Company	
Address		Telephone	
		Fax	
		E-mail	
Country			
# Attach copy of Certificate of Registry, if applicable, or proof of ownership.		Copy of Certificate of Registry or proof of ownership attached	For official use only <input type="checkbox"/>

2 Details of Applicant – This section must be completed - see note 24 below.			
Name		Company	
Address		Telephone	
		Fax	
		E-mail	
Country			
Owner	<input type="checkbox"/>		
Employee of Owner	<input type="checkbox"/>	Position in company	
Shipbuilder	<input type="checkbox"/>	Copy of extract of contract attached	<input type="checkbox"/>
Agent	<input type="checkbox"/>	Copy of extract of contract attached	<input type="checkbox"/>
Consultant	<input type="checkbox"/>	Copy of Owner's authorisation attached	<input type="checkbox"/>
ISM Operator	<input type="checkbox"/>	Copy of Owner's authorisation attached	<input type="checkbox"/>
Other	<input type="checkbox"/>		

3 Particulars of Vessel and place of survey – This section must be completed			
Vessel Name		Vessel Type	
Official Number		IMO Number	
Fishing Letter & Number		Year of build	
Length (as on Register)		Gross Tonnage	
Place of Survey		Requested Date of Survey	
Name of contact person		Telephone	
		Fax	
		E-mail	

4 Declaration – This section must be completed			
<p>I wish to apply for the survey or inspection as indicated and declare that the particulars are true and complete. I am aware that the vessel must be prepared ready for survey, and appropriate precautions taken for all areas to be surveyed, including provision of safe means of access for boarding. I enclose the applicable fee and deposit and agree to pay the balance.</p>			
Fees Included		Deposit:	
Name		Date <input style="width: 150px;" type="text"/>	
Signature			
For Office use only:			
Application received	Date:	Application Verified:	
Application returned	Date:	Amount	
Invoice issued	Date:	Fee received	Date:

Indicate ✓ in the appropriate boxes which survey or inspection is required

Passenger Ships	
1 Indicate Class of Certificate:	
Class I <input type="checkbox"/>	Class II <input type="checkbox"/>
Class IIA <input type="checkbox"/>	Class III <input type="checkbox"/>
Class IV <input type="checkbox"/>	Class V <input type="checkbox"/>
Class VI <input type="checkbox"/>	Class A <input type="checkbox"/>
Class B <input type="checkbox"/>	Class C <input type="checkbox"/>
Class D <input type="checkbox"/>	High Speed Craft <input type="checkbox"/>
2 Initial survey for the issue of a Passenger Certificate	<input type="checkbox"/>
3 Renewal survey for the issue of a Passenger Certificate	<input type="checkbox"/>
4 Issue of a new certificate in lieu of an existing certificate for:	
4.1 changing the plying limits	<input type="checkbox"/>
4.2 giving additional plying limits	<input type="checkbox"/>
4.3 decreasing the number of passengers the ship may carry	<input type="checkbox"/>
4.4 increasing the number of passengers the ship may carry	<input type="checkbox"/>
4.5 changing the ship's details	<input type="checkbox"/>

Cargo Ship Safety Construction	
5 Survey for the issue of Cargo Ship Safety Construction Certificate	<input type="checkbox"/>
6 Survey for the renewal of Cargo Ship Construction Certificate	<input type="checkbox"/>
7 Intermediate Survey for Cargo Ship Safety Construction Certificate	<input type="checkbox"/>
8 Annual survey for a Cargo Ship Safety Construction Certificate	<input type="checkbox"/>

Passenger Boats	
9 Indicate Class of Licence:	
Class P1 <input type="checkbox"/>	Class P2 <input type="checkbox"/>
Class P3 <input type="checkbox"/>	Class P4 <input type="checkbox"/>
Class P5 <input type="checkbox"/>	Class P6 <input type="checkbox"/>
ComSail <input type="checkbox"/>	Stability <input type="checkbox"/>
10 Initial	<input type="checkbox"/>
11 Renewal	<input type="checkbox"/>

MARPOL 73/78	
Issue of a MARPOL 73/78 Certificate for:	
12 Annex I (Oil)	<input type="checkbox"/>
13 Annex II (Noxious Liquids)	<input type="checkbox"/>
14 Annex IV (Sewage)	<input type="checkbox"/>
15 Annex V (Garbage)	<input type="checkbox"/>
16 Annex VI (Air Pollution)	<input type="checkbox"/>

International Safety Management	
17 The issue of an ISM/DSM Safety Management	<input type="checkbox"/>
18 The issue of an ISM/DSM Document of Compliance	<input type="checkbox"/>

International Ship & Port Facility Security	
19 The issue of an ISPS Ship Certificate	<input type="checkbox"/>
20 The issue of an ISPS Port Certificate	<input type="checkbox"/>

Radio	
21 Initial survey for a Radio Certificate	<input type="checkbox"/>
22 Initial survey for a Exemption Certificate	<input type="checkbox"/>
23 Renewal survey for a Radio Certificate	<input type="checkbox"/>
24 Renewal survey for Exemption Certificate	<input type="checkbox"/>

Safety Equipment	
25 Initial survey for the issue of a Safety Equipment Certificate	<input type="checkbox"/>
26 Renewal survey for the issue of a Safety Equipment Certificate	<input type="checkbox"/>
27 Annual or Intermediate Survey	<input type="checkbox"/>
28 Copy of Cargo Ship Safety Equipment Certificate	<input type="checkbox"/>

Fishing Vessel Certificate of Compliance	
29 Indicate Size of Vessel:	
15-24m <input type="checkbox"/>	Over 24m <input type="checkbox"/>
30 Initial or four year periodical survey	<input type="checkbox"/>
31 Two year periodical survey	<input type="checkbox"/>
32 One year periodical radio survey	<input type="checkbox"/>

Load Line Surveys & Inspections	
33 Initial Survey	<input type="checkbox"/>
34 Periodical Survey	<input type="checkbox"/>
35 Periodical Inspection	<input type="checkbox"/>
36 Survey for a single voyage under tow	<input type="checkbox"/>
37 Amended or extended plying limits	<input type="checkbox"/>
38 Endorsement of a load line exemption certificate	<input type="checkbox"/>
39 Survey for issue of an Irish Load Line Certificate to a non-Irish registered vessel	<input type="checkbox"/>

Tonnage Measurement	
40 Tonnage Measurement	<input type="checkbox"/>
41 Other Tonnage Measurement	<input type="checkbox"/>

Survey for seaworthiness	
42 Survey of a ship finally detained	<input type="checkbox"/>
43 Survey of a ship detained under section 4 or section 5 of the Merchant Shipping (Load Lines) Act, 1968	<input type="checkbox"/>
44 Survey for seaworthiness, prior to re-registry, of a ship whose registry has been closed on account of wreck etc.	<input type="checkbox"/>

International Certificates	
45 Harmonised Safety Certificate	<input type="checkbox"/>
46 CLC Certificate	<input type="checkbox"/>
47 International Bunker Certificate	<input type="checkbox"/>

Other Surveys:

Notes:

Notes:

1. Applicants should complete all of sections 1 to 4 on page one, subject to these notes.
2. Copies of proof of ownership and authorisation to act on behalf of the owner are to be forwarded with the application.
3. The surveys or inspections required are to be indicated using the tick boxes on page 2.
4. The applicant is reminded that this application form is for statutory surveys only.
5. Cheques should be made payable to: “**Superintendent Mercantile Marine Office**”.
6. When completed this form should be sent to: **Mercantile Marine Office, Leeson Lane, Dublin 2** or **Mercantile Marine Office, Centre Park House, Centre Park Road, Cork**
7. The required fee, where applicable, is to be submitted with the form for the surveys indicated.
8. No certificates will be issued until the full fee and any outstanding amounts have been paid.
9. No work will commence until the fee and any deposit for expenses has been paid.
10. A deposit to cover the travelling and subsistence expenses for surveys outside the State or Northern Ireland will be charged.
11. Applicants agree to pay any expenses and the balance of the fee, which may be properly chargeable.
12. Additional charges may be levied for overtime, waiting time and abortive time.
13. Applicants agree that surveyors may refuse to continue with surveys if it is not safe for them to do so and may consider charging for any time spent on aborted surveys
14. Full details of applicable fees are published in the Merchant Shipping Fees Order No. 475 of 1998, MS Fees (Amendment) Order 2008, Fishing Vessel (Fees) Regulations No. 246 of 2008, Sea Pollution Act, 1991 (Survey Fees) Order, 1994 which may be consulted at any Mercantile Marine Office or on the Department’s Web Site: <http://www.transport.ie/marine/MaritimeSafetyDirectorate/MSO/> or may be purchased from the Government Publications Sales Office.
15. For new-buildings the shipyard/builder is to make the survey application.
16. Applicants should make their application in sufficient time before they wish to operate the vessel.
17. Multiple survey visits are excluded; owners are to declare that their vessels are ready for survey.
18. The Department may publish data from surveys and inspections to improve maritime safety, security, pollution prevention or living and working conditions.
19. In carrying out surveys, Surveyors may carry out a flag State inspection of the vessel.
20. The vessel is to be presented safely and in accordance with any survey preparation guidance issued by the MSO.
21. Before applying please refer to the relevant legislation and guidance and applicants are required to ensure that their vessels are fully compliant with all applicable statutory requirements. Ref: <http://www.transport.ie/marine/MaritimeSafetyDirectorate/MSO/MarineLegislation/index.asp>
22. For international trading cargo ships, the vessel will be issued, as applicable, with a Harmonised Certificate on completion of the Surveys listed.
23. For internationally trading ships the applicable versions of the International Conventions, EU legislation and Irish legislation will apply.
24. Arrangements for multiple survey applications may be made with the MSO for shipowners/operators with a fleet of ships on the Irish flag and who apply for a number of surveys per year.

