



PORTSMOUTH COMPETENT HARBOUR AUTHORITY

APPLICATION FOR RENEWAL OF PILOTAGE EXEMPTION CERTIFICATE

Applicant's Name: _____

1. I wish to renew the Pilotage Exemption Certificate issued to me by Portsmouth Competent Harbour Authority dated _____
2. During the last twelve months I have piloted my vessel/vessels **in total** on _____ occasions, **of which** in the last 3 months on _____ occasions, in the area of jurisdiction for which I am certificated. **(An occasion above must be a full act of Pilotage from outside of the district to the berth or vice versa)**
3. I enclose a MCA ENG1 Medical Certificate (or equivalent) and confirm that, to the best of my knowledge and belief, my present state of health is no different to that described therein.
4. I enclose a cheque for the sum of £_____ made payable to Portsmouth City Council.
5. I enclose Pilotage Exemption Certificate No. _____
6. I enclose evidence of having visited Semaphore Tower HM Naval Base, Portsmouth within the last three months. (Form PSA 303).
7. I enclose a recent passport sized photograph of myself (if not already supplied).
8. I confirm that my Certificate of Competency to act as Master or First Mate is still valid.

Applicant's Signature:			
Home Address:			
Telephone No.:		Date:	

Certification by Employer:

Name of Company:			
Employer's Signature:		Print:	
Position in Company:		Date:	

Please Note:

Applicants for renewal must be able to demonstrate that they continue to be regular users of the Harbour throughout the year. **Additionally**, in the 3 months preceding renewal they must have completed at least 6 acts of Pilotage minimum which for this purpose is defined as a full act of Pilotage from outside of the district to the berth or vice versa and made a familiarisation visit to Semaphore Tower, failing which re-examination will be necessary.

To expand upon the definition of “**continue to be a regular user throughout the year**”, this is kept under review and is currently set at a **minimum** of 12 acts, in the first 9 months from the renewal date, plus the additional 6 acts, i.e. **minimum** of 18 acts in total. An act of Pilotage for this purpose is defined as a full act of Pilotage from outside of the district to the berth or vice versa.

Application for renewal must be rendered one month before the date of expiry of the Certificate.

The scale of charges and other requirements are contained within the current edition of the “Dues, Rates and Charges & Pilotage Arrangements” Handbook.

Please return this completed form to:

Harbour Master, Portsmouth Commercial Port, Harbour Offices, George Byng Way, Continental Ferry Port, Portsmouth, PO2 8SP.