



REPUBLIC OF KENYA

SHIPS CREW CHANGE REQUEST

Instructions

1. This form is to be filled by the ships agent and submitted to the Kenya Maritime Authority for approval
2. One form is to be used for one ship application, including in case here more than one crew member is signing on/off, and where the request is for both sign on and sign off.
3. All supporting documents must be attached with the application

PART 1: COMPANY INFORMATION

Name of Ships Agent.....

Contact Email Address.....

Contact Telephone No.....

Person in charge Name/Mobile Phone No.....

PART 2: SHIP INFORMATION

Ship Name, Flag and IMO No

.....

Expected date and time of arrival

.....

Expected date and time of departure

.....

Last Port of Call

Next Port of Call

PART 3: CREW INFO

Type of Request (Sign on/sign off/Both.)

Crew Name/Nationality

.....

(Indicate name, nationality and whether sign on/sign off) for all the crew)

	SURNAME, Other Names	Nationality	Passport No.	Sign On/Off
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

PART 4: DECLARATION

- 1. I declare that the information provided herein is true and correct at the time of submission, a
- 2. I will provide information should there be any change in the information provided (e.g. change of Ship's ETA, ETD)
- 3. I undertake to abide by all the conditions imposed on the approval for crew change at the port of Mombasa.

Name, Signature, Date

.....

Ships Agency & Company Stamp

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PART 5: APPROVAL (FOR OFFICIAL USE ONLY)

Approved/Not Approved.....

Remarks/Conditions