



INTERNATIONAL CERTIFICATE FOR OPERATIONS OF PLEASURE CRAFT

ICC APPLICATION FORM

The UK ICC issued by the RYA is issued in conformity with Resolution No. 40 of the United Nations Economic Commission for Europe (UNECE) Working Party on Inland Water Transport. **Please ensure you are eligible and competent to be issued with the certificate before completing this form.** A passport sized photograph must be sent with your application form.

APPLICATION TYPE: NEW ☐ RENEWAL (AVAILABLE A MAXIMUM OF 3 MONTHS BEFORE CERTIFICATE EXPIRY DATE) ☐ UPDATING DETAILS ☐ REPLACEMENT ☐

Please allow 21 working days for the certificate to be issued from the date your application is received. Regrettably we are unable to respond to requests to check the progress of your ICC application within the first 14 days of this period. If you require your ICC sooner for an additional fee the **fast track service** guarantees a two working day turnaround from the date we receive your application and your certificate will be sent to you by 1st class post (or airmail if your address is outside UK). Tracked return delivery is available for a further additional fee (note this is not an express delivery service and provides tracking only not a guaranteed delivery date). The fast track service must be requested at the time of application and must be paid for with the application.

Request
fast track
service

☐

Tick box if
required

DECLARATION & SIGNATURE OF APPLICANT

I confirm that I have reached the age of 16 and I am physically and mentally fit to operate a pleasure craft, and in particular I have sufficient powers of vision and hearing to do so. I confirm I am the person in the passport size photograph provided with my application and that I have provided genuine documents to support my application. I understand that:

- the UK ICC issued by the RYA is issued under the authorisation and on behalf of the UK Maritime and Coastguard Agency;
- possession of this certificate does not entitle me to a certificate issued on behalf of any other organisation or any other national Government;
- the certificate is valid for 5 years from the date of issue and any requests to amend the certificate during its period of validity will be made free of charge but must be supported by [documentation verifying the new details](#);
- should my eligibility change during the period the ICC is valid for I must notify the RYA and surrender the document and I will not be entitled to any refund;
- if I cannot satisfactorily demonstrate my continued eligibility when the certificate expires it will not be renewed by the RYA;
- the acceptance of the ICC is determined in accordance with both the vessel's flag state legislation and that of the country in which the vessel is to be used and it is my responsibility to ensure that the ICC is acceptable for its intended use; and
- the RYA will process the personal data I have given for the purpose of fulfilling this contract with me. My personal data will be processed in line with the RYA privacy policy www.rya.org.uk/go/privacy

SIGNATURE

DATE

APPLICANT'S DETAILS

TITLE	Mr / Mrs / Miss / Ms / Mx / Other _____	ADDRESS	_____
FORENAME	_____		_____
SURNAME	_____		_____
DATE OF BIRTH	_____		_____
COUNTRY OF BIRTH	_____		_____
NATIONALITY	_____	UK POSTCODE OR COUNTRY	_____
HOME TELEPHONE NUMBER	_____	MOBILE TELEPHONE NUMBER	_____
EMAIL ADDRESS	_____		

EVIDENCE OF APPLICANT'S IDENTITY AND NATIONALITY

Before issuing, amending or replacing an ICC the RYA must verify the applicant's identity and their nationality (as the UK ICC issued by the RYA is **not available** to the nationals of countries that have adopted Resolution No. 40 unless they are resident in the UK).

You must enclose a copy of **one or more** official documents which collectively evidence your name, address, date of birth, nationality and that the photograph you have supplied is a true likeness of you. See [part 2 of the ICC application form](#) for details of acceptable documents and a list of the countries that have adopted Resolution No. 40.

Please indicate which documents you are enclosing

to verify your name

to verify your address

to verify your date of birth

to verify your nationality

to verify your photograph

INDICATE THE TYPE OF DOCUMENT YOU ARE ENCLOSING AGAINST EACH ELEMENT
NOTE: YOU DO NOT NEED 5 DIFFERENT

DOCUMENTS. A DOCUMENT CAN BE USED TO EVIDENCE SEVERAL ELEMENTS.

SEE LIST OF DOCUMENTS & EXAMPLE IN PART 2 OF THE ICC APPLICATION FORM.

EVIDENCE OF APPLICANT'S COMPETENCE

See [part 3 of the ICC application form](#) for information on how you evidence your competence for each category.

New applications: Please provide evidence of your competence for **each** category you wish to be validated on your ICC.

Renewals & updating current certificates: Categories on your current / expiring certificate will usually be renewed automatically (see [part 3 of the ICC application form](#) for exceptions). Please provide evidence of your competence for any additional categories you wish to validate as part of the renewal process.

Please indicate which categories you wish to validate and the evidence of your competence you are providing for that category.

You must provide evidence of your competence for a category in list A and a category in list B before you can be issued with an ICC		Tick if required	Tick if renewal	Supporting evidence Indicate which certificate / assessment has been completed and enclose copy of the certificate
LIST A	Sail (with auxiliary engine)			
	Power	without "up to 10m LOA" restriction		
		with "up to 10m LOA" restriction		
	Personal Watercraft			
LIST B	Coastal Waters			
	Inland Waters			

PASSING CEVNI TEST COMPULSORY FOR VALIDATION OF THIS CATEGORY

PAYMENT

The ICC is issued free of charge to RYA members

RYA member membership number: _____

Join the RYA now and have your ICC issued free of charge

Complete the membership application form [ICC application form part 5](#) and provide payment details for your membership unless paying by direct debit.

Under 18 RYA membership fee	£17.00	☐
Under 25 RYA membership fee	£26.00	☐
Adult RYA membership fee	£47.00	☐
Family RYA membership fee	£74.00	☐

Non-member certificate issue fees

Select the correct fee according to the type of application.

New application or renewal	£47.00	☐
Replacement of lost certificate	£25.00	☐
Updating details (certificate expiry date unchanged)	£10.00	☐

Fast track service fee (indicate service required using box on page 1)

RYA Life Member	No fee	☐
Gold RYA Member	£10.00	☐
Accredited RYA Member	£16.00	☐
Associate/Pathway/Personal RYA Member	£21.00	☐
New Member (application form enclosed)	£21.00	☐
Non-member	£38.00	☐

Tracked return delivery (available for fast track applications only)

All membership categories & non-members	£10.00	☐
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Total payable £ _____ .00

Enclose a cheque or provide your payment card details

Card details (or enclose a cheque payable to 'RYA')

Your card details are not stored on any RYA systems and are securely destroyed once payment has been processed.

If you prefer not to send your card details, provide a telephone number instead and we will contact you for payment details when your application is due for processing.

Please debit my **Visa / Mastercard / Switch / Maestro** card
(delete as applicable)

Card number

Card start date

Card expiry date

Switch Issue No.

Card Security No.

Cardholder's name

Cardholder's signature

CHECK LIST – NEW APPLICATION

- ☐ Application form completed in full and declaration signed
- ☐ Passport sized photograph with name on reverse enclosed
- ☐ Evidence of identity and eligibility enclosed
- ☐ Evidence of competence for all categories enclosed
- ☐ Fast track service requested, if required
- ☐ Payment enclosed

CHECK LIST – RENEWAL

- ☐ Application form completed in full and declaration signed
- ☐ Passport sized photograph with name on reverse enclosed
- ☐ Expiring certificate or if any of your details are changing corresponding evidence of identity and nationality
- ☐ Evidence of competence enclosed for any new categories
- ☐ Fast track service requested, if required
- ☐ Payment enclosed

POST YOUR APPLICATION TO: RYA CERTIFICATION, RYA HOUSE, ENSIGN WAY, HAMBLE, SOUTHAMPTON, SO31 4YA

Fast track applications may be sent by post or by email to fast.track@rya.org.uk

Notes on completing the ICC application form

Evidencing your identity and eligibility

The UK ICC issued by the RYA is issued in conformity with Resolution No. 40. It is intended for UK Nationals and UK residents i.e. people who are settled in the UK and whose primary residence is in the UK.

The RYA will also issue the ICC to nationals of other countries that have not adopted Resolution No. 40 because they may otherwise be unable to obtain an ICC. However should the relevant country later adopt Resolution No. 40, the certificate holder will no longer be eligible to have an ICC issued by the RYA and will not be able to amend or renew that certificate.

Unless the applicant is resident in the UK, the UK ICC issued by the RYA is **not available** to the nationals of the following countries that have currently adopted Resolution No. 40: **Austria, Belarus, Belgium, Bulgaria, Croatia, Czechia, Finland, Germany, Hungary, Ireland, Latvia, Lithuania, Luxembourg, Netherlands, Norway, Poland, Romania, Serbia, Slovakia, Switzerland and Ukraine**. This list (correct at 01/10/2020) is subject to change.

Warning:

If you are a national of a country that has adopted Resolution No. 40 and were issued with an ICC by the RYA before that country adopted Resolution No. 40 you will not be able to amend or renew your ICC. You must return the certificate to the RYA and you will not be entitled to any refund.

If you are a national of a country that has adopted Resolution No. 40 and were issued with an ICC by the RYA because you were resident in the UK but you have ceased to be resident in the UK you will not be able to amend or renew your ICC. If your details change you must return the certificate to the RYA and you will not be entitled to any refund.

It is the applicant's responsibility to check that they are eligible to be issued with the ICC before undertaking any training courses, tests or assessments with a view to obtaining an ICC.

When processing an ICC application the RYA must verify the applicant's identity and nationality. All applicants must provide copies of a document or a combination of documents with their ICC application, which together verify their identity (name, address, date of birth, photograph) and their nationality. If an applicant later asks to have the certificate amended, documentary evidence which verifies the updated information must be provided.

Document	Name	Habitual residential Address	Date of birth	Nationality	Photograph
Passport (any current, signed and valid passport)	Yes	X	Yes	Yes	Yes
National identity card bearing a photograph of the applicant	Yes	X	Yes	Yes	Yes
Driving licence (current photo card licence - (full or provisional) - all driving licences must be valid as detailed at https://www.gov.uk/driving-nongb-licence)	Yes	Yes	Yes	X	Yes
Driving licence (current paper version (as issued before 1998) full or provisional)	Yes	Yes	Yes	X	X
UK or Channel Islands Council Tax statement / Local authority Council Tax bill for the current council tax year addressed to or naming the applicant as resident at the address to which the bill applies	Yes	Yes	X	X	X
Mortgage statement from a recognised UK or EEA lender showing your name and current home address and dated in the last 12 months for the last full year	Yes	Yes	X	X	X
Statement from a recognised UK, Channel Islands or EEA Bank / Building society dated within the last 3 months	Yes	Yes	X	X	X
Credit card statement, from a recognised UK, Channel Islands or EEA provider dated within the last 3 months	Yes	Yes	X	X	X
RENEWALS OR UPDATING DETAILS ONLY					
You can submit your expiring certificate as proof of your identity and nationality if you are renewing your certificate and you are requesting a new certificate with the same name, address, date of birth, and nationality as are printed on your expiring certificate. If any of your details have changed since your expiring certificate was issued, you must provide documentary evidence which verifies the updated information as detailed above. If you are unable to supply your expiring certificate you must send documentary evidence which verifies your identity and nationality as detailed above.	Yes	Yes	Yes	Yes	Yes

Each document must contain the information that it is being used to verify and must not have expired. A full translation must be provided for any document which is not written in English. **If the RYA is not satisfied with the documentation provided an ICC will not be issued.**

In the Evidence of applicant's identity and nationality section in part 1 of the ICC application form you need to indicate which documents you are enclosing to verify each element of your identity (name, address, date of birth, photograph) and your nationality. If you do not have a passport and / or a driving licence you can send any of the documents details in the table above.

For example:

Please indicate which documents you are enclosing	to verify your name	INDICATE THE DOCUMENT YOU ARE ENCLOSING AGAINST EACH ELEMENT
	to verify your address	DRIVING LICENCE
	to verify your date of birth	NOTE YOU DO NOT NEED 3 DIFFERENT DOCUMENTS, A DOCUMENT CAN BE USED TO EVIDENCE SEVERAL ELEMENTS.
	to verify your nationality	PASSPORT
	to verify your photograph	SEE LIST OF DOCUMENTS & EXAMPLE IN PART 1 OF THE ICC APPLICATION FORM.
		PASSPORT

Dual nationality

If you have dual nationality and at least one of those nationalities is of a country that has not yet adopted Resolution 40 (i.e. it is not listed above), you can apply for an ICC as long as you can provide the required evidence of your nationality and identity. If you are dual national and both countries have adopted Resolution 40, then you will only be able to apply for a UK ICC issued by the RYA if you are resident in the UK.

Please make sure that you understand the warning above regarding changes to residency status and the situation when countries adopt Resolution No. 40.

In order for your nationality to appear on your certificate, you must provide evidence that you have that nationality, as detailed in the RYA's table of documents that can be used to verify identity and nationality for the issue of the ICC. If you would like both nationalities to be shown on your certificate you will need to provide separate documentary evidence (as detailed above) which verifies each nationality.

A second nationality can be added to an existing ICC if you provide documentary evidence (as detailed above) for the nationality you wish to be added to your ICC.

Making changes to your ICC

If you change your name, address, or nationality, please complete the ICC application form indicating that you are requesting an amendment to an ICC which is still valid by ticking the updating details box at the top of the first page. You will need to return your current certificate and provide documentary evidence which verifies the updated information in accordance with the table above.

If you feel that your photograph is no longer a true likeness, please contact us on 023 8060 4158 or by emailing certification@rya.org.uk for assistance.

If you need to add additional categories to an existing ICC, you will need to provide evidence of your competence for those categories. Further information can be found in [part 3 of the ICC application form](#).

Replacing a lost ICC

If you have lost your certificate, you can apply to the RYA for a replacement using the ICC Application Form. In order for the certificate to be re-issued you will need to provide the evidence of your identity and nationality that is required for a new ICC application.

The certificate will be re-issued with the expiry date that is recorded on our database and for the categories of vessel and types of water that are recorded on our database. If you wish to have any categories that are not recorded on our database validated on the certificate, you will need to provide evidence of your competence for those categories. Further information can be found in [part 3 of the ICC application form](#).

Renewing your certificate

If you are renewing your certificate and you are requesting a new certificate **with the same name, address, date of birth, and nationality** as are printed on your expiring certificate, you can submit your **expiring certificate** as proof of your identity and nationality.

If any of your details have changed since your expiring certificate was issued, you must provide your documentary evidence which verifies the updated information.

If you are unable to supply your expiring certificate you will need to provide the evidence of your identity and nationality that is required for a new ICC application.

Further information on the ICC renewal process can be found at <http://www.rya.org.uk/go/icc>.

Notes on completing the ICC application form

Evidencing your competence

In order to be issued with a UK ICC by the RYA, you must provide evidence of your competence for each category you would like your ICC to be valid for. You can do this by presenting an eligible RYA or MCA practical course completion certificate or certificate of competence. If you already have the required level of competence, but you don't have an acceptable certificate, you do not need to complete a training course. You can take the [ICC Assessment](#) to demonstrate your competence.

It is perfectly acceptable to be assessed for one category and present a certificate for another category. To validate all the categories on an ICC, you will need to be assessed on or present an eligible RYA or MCA practical course completion certificate or certificate of competence to cover each category.

The table on the following page details which categories will be validated by which certificates, tests or assessments.

An ICC cannot be issued unless evidence for a category in list A and a category in list B in the table on the next page is submitted with [part 1 of the ICC application form](#).

List A - Validating the type of vessel categories

- **Power**

Depending on the certificate you present or the assessment you have passed the validity of this category may be restricted to vessels up to 10m length overall (LOA).

- **Sail (including auxiliary engine)**

All ICCs issued with the sail category validated also have the power category validated for vessels up to 10m LOA to allow the holder to drive a tender with an outboard engine.

- **Personal Watercraft**

The ICC assessment is not applicable to Personal Watercraft. If you wish to have the Personal Watercraft category validated on your ICC you must present an [RYA Personal Watercraft Proficiency Course](#) Completion Certificate. This is the only certificate that will validate the Personal Watercraft category on an ICC.

List B - Validating the coastal and /or inland category

The ICC does not distinguish between tidal and non-tidal coastal waters and Resolution No. 40 does not set out a comprehensive definition of what is meant by "coastal" and "inland" but the intention is that they are mutually exclusive – i.e. "coastal" is anything that is not "inland".

Resolution No. 40 requires that candidates for coastal waters have knowledge of the International Regulations for Preventing Collisions at Sea (COLREGs) and candidates for inland waters have knowledge of the traffic regulations applicable on inland waters, in particular the European inland waterways regulations - the [Code Européen des Voies de Navigation Intérieure](#) (CEVNI).

- **Coastal Waters**

As detailed in the table (see next page) many RYA practical course completion certificates and RYA/MCA certificates of competence will validate the coastal waters category. This is the case if the course syllabus includes COLREGS, IALA buoyage, navigation and pilotage. Assessment must include the coastal waters aspects of the syllabus.

- **Inland Waters**

CEVNI is not covered in the UK's practical courses, as these regulations are not in use in the UK. Every candidate wishing to have the inland category validated on their ICC must therefore first pass the [ICC CEVNI test](#). This is required by Resolution No. 40 and is the case irrespective of whether the regulations are in force in the country or on the river, lake or canal where you intend to go boating.

Applicants who only have an eligible RYA or MCA certificate which does not validate the coastal waters category or who take an inland ICC assessment, must pass the ICC CEVNI test to receive an ICC, as the certificate would otherwise be invalid.

Check which categories will be validated by which certificates, tests or assessments.

NOTE: You must provide evidence of your competence for each category you would like your ICC to be valid for. This must include evidence for a category in list A and a category in list B otherwise an ICC cannot be issued. Please enclose a copy / copies of your certificate(s) (not the original) with your application form.		Power	Personal watercraft	Sail (including auxiliary engine)	Coastal waters ****	Inland waters (see next page)
		LIST A			LIST B	
ICC ASSESSMENT	RYA ICC assessment aboard a power boat or motor cruiser taken at a powerboat recognised training centre or on a power boat or a motor cruise of under 10m LOA and signed off in ICC application form part 2	Up to 10m LOA	No	No	Yes ***	No
	RYA ICC assessment taken aboard a power boat or motor cruiser taken at a motor cruising recognised training centre and on a power boat or a motor cruise of 10m LOA or over and signed off in ICC application form part 2	Yes	No	No	Yes ***	No
	RYA ICC assessment taken aboard a sailing yacht with auxiliary engine and signed off in ICC application form part 2	Up to 10m LOA	No	Yes	Yes ***	No
	RYA CEVNI Test passed online or at an authorised establishment. A test of knowledge of the core rules applicable on many European inland waterways.	No	No	No	No	Yes
IW	RYA Inland Waterways Helmsman Course Completion Certificate	Yes	No	No	No	No
PW	RYA Personal Watercraft Proficiency Course Completion Certificate	No	Yes	No	Yes	No
POWERBOAT	completed before 15 April 2019 and endorsed coastal	Up to 10m LOA	No	No	Yes	No
	RYA Powerboat level 2 completed before 15 April 2019 and endorsed inland (see note at ** below)	Up to 10m LOA	No	No	No	No
	completed on or after 15 April 2019	Up to 10m LOA	No	No	Yes	No
	RYA Intermediate Powerboat or higher course completion certificate	Up to 10m LOA	No	No	Yes	No
	RYA/MCA Advanced Powerboat Certificate of Competence	Yes	No	No	Yes	No
MOTOR CRUISER	RYA Day Skipper Motor (Practical) Course Completion Certificate	Yes	No	No	Yes	No
	RYA Coastal Skipper Motor (Practical) Course Completion Certificate	Yes	No	No	Yes	No
	RYA / MCA Yachtmaster® Coastal, Offshore or Ocean (Power) Certificate of Competence (see note at ***** below)	Yes	No	No	Yes	No
	RYA Helmsman's Course Completion Certificate	Yes	No	No	No	No
	MCA Deck Officer Certificate of Competence (any grade); or RN, Army or RAF Bridge Watchkeeping Certificate; or MCA or Local Authority Boatman's Licence; or Seafish Bridge Watchkeeping Certificate; or MCA Boatmaster Certificate (*except Tier 1 Level 1 and Tier 2 which do not validate the coastal waters category)	Yes	No	No	Yes#	No
SAIL	RYA Day Skipper Sail (Practical) Course Completion Certificate	Up to 10m LOA *	No	Yes	Yes	No
	RYA Coastal Skipper Sail (Practical) Course Completion Certificate	Up to 10m LOA *	No	Yes	Yes	No
	RYA / MCA Yachtmaster® Coastal, Offshore or Ocean (Sail) Certificate of Competence (see note at ***** below)	Up to 10m LOA *	No	Yes	Yes	No

Explanatory notes to the table (above)

* The power category is validated with the "up to 10m length overall" restriction to allow you to drive a tender with an outboard etc.

** Powerboat Level 2 certificates issued before 15 April 2019 and endorsed as 'inland' cannot be used to validate the coastal waters category on an ICC. Additional acceptable evidence of coastal knowledge must be provided. This may include:

- RYA shorebased navigation course completion certificate - Essential Navigation and Seamanship Skills or higher; or
- Evidence that you have passed the coastal waters oral / written elements part of an ICC assessment (as detailed in [part 4 of the ICC application form](#)).

*** Assessment must include the coastal waters aspects of the syllabus

**** For this category to be validated, the course syllabus must include COLREGS, IALA buoyage, navigation and pilotage.

***** Until 1 January 2010 the RYA / MCA [Yachtmaster® Coastal Certificate of Competence](#) was called the RYA / MCA Coastal Skipper Certificate of Competence.

ICC CEVNI Test and ICC assessment of competence

You only require this part of the application form if you are taking an ICC assessment or the CEVNI test at an RYA recognised training centre or an RYA affiliated club.

The ICC assessment of competence is only applicable to applicants without acceptable UK Certificates as listed in [part 3 of the ICC application form](#) and it is not applicable to the Personal Watercraft category.

FORM TO BE COMPLETED BY THE RYA AFFILIATED CLUB OR RYA RECOGNISED TRAINING CENTRE (RTC).

Name of candidate _____

Date of birth of candidate

__ / __ / ____

ICC CEVNI TEST PASSED:

We hereby confirm that the applicant has successfully demonstrated understanding of CEVNI (European Code for Inland Waterways) by passing the RYA ICC CEVNI Test.

ID seen to verify candidate name and date of birth ☐ Document(s) _____

Club or RTC name _____

Test conducted by:

Name _____

Signature _____

Date __ / __ / ____

Approved by:

Name _____

Signature _____

Date __ / __ / ____

Principal / Chief Instructor / Flag Officer (delete as applicable)

ICC ASSESSMENT OF COMPETENCE PASSED

We hereby confirm that the applicant has successfully demonstrated their skills and knowledge in accordance with the ICC Assessment of Competence syllabus (page 2 of part 2 of this form) and has received a completed copy of page 2 of part 2 of this form (for each vessel they were tested on) to enclose with their ICC application.

ID seen to verify candidate name and date of birth ☐ Document(s) _____

Club or RTC name _____

		Type of vessel used for test
Tested for categories: (please tick relevant boxes)	Power with "up to 10m LOA" restriction	☐ _____
	Power without "up to 10m LOA" restriction	☐ _____
	Sail (with auxiliary engine)	☐ _____
	Coastal waters	☐ _____
	Inland waters	☐ _____

Test conducted by:

Name _____

Applicable RYA qualification(s) held: _____

Signature _____

Date __ / __ / ____

Approved by:

Name _____

Principal / Chief Instructor / Flag Officer (delete as applicable)

Signature _____

Date __ / __ / ____

ICC ASSESSMENT OF COMPETENCE SYLLABUS AND RECORD SHEET

TO BE COMPLETED BY THE RYA AFFILIATED CLUB OR RYA RECOGNISED TRAINING CENTRE CONDUCTING THE ASSESSMENT

Continuation sheet - only valid with a full completed and signed ICC application form part 2 page 1 which confirms the ICC assessment of competence has been passed.

Name of candidate: _____

Test conducted by: _____

Vessel used for test _____

ORAL / WRITTEN ELEMENTS

ALL CANDIDATES

Regulations

- ☐ 1. Knows responsibility for keeping a proper lookout
- ☐ 2. Can determine a 'safe speed'
- ☐ 3. Can recognise a potential collision situation
- ☐ 4. Can identify 'give way' vessel in a collision situation
- ☐ 5. Knows what action to take as 'give way' and 'stand on' vessel
- ☐ 6. Knows responsibilities of small vessel in narrow channel
- ☐ 7. Can recognise manoeuvring signals (1, 2, 3 & 5 blasts)
- ☐ 8. Can make and recognise visual distress signals

Safety

- ☐ 1. Is able to use and instruct crew on the use of:
 - Lifejackets
 - Distress alerting (e.g. DSC VHF, EPIRB, Flares, etc.)
 - Fire extinguishers
 - Kill cord (if fitted)
- ☐ 2. Can prepare a boat for use and take sensible precautions before setting out, including:
 - Engine checks
 - Check fuel for range / duration of trip
 - Obtain weather forecast
 - Avoid overloading boat

CANDIDATES FOR COASTAL WATERS ONLY

Regulations

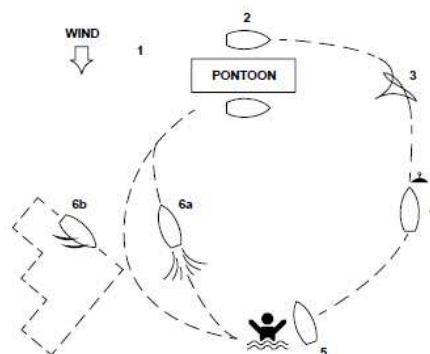
- ☐ 1. Knows rules relating to Traffic Separation Schemes
- ☐ 2. Knows requirements for navigation lights and shapes to be displayed on vessel
- ☐ 3. Can recognise the following from the lights: power driven, sailing vessel, vessel at anchor, tug and tow, dredger
- ☐ 4. Knows sound signals to be made by vessels as in Q3

Navigation (chart & plotting instruments required)

- ☐ 1. Can interpret a navigational chart, understand significance of charted depths and drying heights and can identify charted hazards.
- ☐ 2. Knows sources of information on: local regulations, port entry and departure signals, VTS and Port Operations Radio
- ☐ 3. Can plan a harbour entry / departure, taking account of possible presence of large vessels and avoiding navigational hazards

PRACTICAL ELEMENTS

ALL CANDIDATES



- ☐ 1. **Start**
 - Give safety briefing including use of safety equipment
 - Has listened to weather forecasts
 - Pre start engine checks
 - Use kill cord (if fitted)
 - Start engine
 - Check cooling
 - Knows fuel range
- ☐ 2. **Depart from pontoon**
 - Understand use of springs to depart from lee wall / pontoon
 - Communicate with crew
 - Position fenders correctly
- ☐ 3. **360° turn in confined space**
- ☐ 4. **Securing to a buoy**
 - Communicate effectively with crew
 - Prepare warp
 - Choose correct angle of approach
 - Control speed of approach
 - Secure boat effectively
 - Depart from mooring safely
- ☐ 5. **Man overboard**
 - Observe MOB or instruct crew to do so
 - Demonstrate correct direction and speed of approach
 - Make suitable contact with MOB
- ☐ 6a. **Planning Speed Manoeuvres** (if appropriate)
 - Choose suitable area
 - Show awareness of other water users
 - Warn crew before each manoeuvre
 - Look round before S and U turns
 - Control speed on U turns
- ☐ 6b. **Handling under sail** (if appropriate)
 - Sail triangular course with one leg to windward
 - Choose suitable area for hoisting / lowering sails
 - Use sails suitable for prevailing conditions
 - Show awareness of wind direction
 - Trim sails correctly on each point of sailing
 - Warn crew before manoeuvres
 - Look round before tacking and gybing
 - Control sails during tacking and gybing
- ☐ 7. **Coming alongside windward pontoon**
 - Communicate effectively with crew
 - Show awareness of other water users
 - Prepared warps / fenders
 - Choose correct angle of approach
 - Control speed of approach
 - Stop boat in place required and secure to pontoon
 - Stop engine

RYA membership application form

You do not need this part of the form if you are already an RYA Member. The ICC is issued free of charge to members.

You only require this part of the application form if you are not already an RYA member and you wish to join the RYA. Your ICC will then be issued free of charge (unless you require the fast track service). Visit the RYA website to find out more about the [benefits of RYA Membership](#) or to [join online](#). **If you do not wish to join the RYA** you can pay the non-member certificate issue fee detailed in the payment section of the ICC application form ([part 1](#) page 2).

APPLICANT

Title _____ Forename _____ Surname _____

Date of birth _____ Email address _____

Address _____

Postcode (Country if non-UK) _____

Home telephone number _____ Mobile telephone number _____

This form records your personal data for RYA membership. The data recorded on this form will be verified by the RYA and transferred onto the central database. Your data will be used to verify your membership and communicate relevant information about your membership such as your welcome pack and renewal documents. The RYA will process the personal data you have given for the purpose of fulfilling this contact with you. Your personal data will be processed in line with our privacy policy www.rya.org.uk/go/privacy

Signature _____ Date _____

CATEGORY OF MEMBERSHIP (TICK ONE BOX)

☐ Accredited For RYA instructors, commercial endorsement holders, race officials, RYA race coach level 2 and 3, British Youth Sailing Programme and World Class Programme Sailors

☐ Associate For boaters who are a member of an RYA affiliated club or class (give name) _____

☐ Pathway For those who have just discovered boating

☐ Personal For recreational boaters

TYPE OF MEMBERSHIP (TICK ONE BOX) - PRICES (VALID UNTIL 31/03/2021) ARE THE COST OF AN ANNUAL SUBSCRIPTION

☐ Under 18 £17 ☐ Under 25 £26 ☐ Adult £47 ☐ Family - two adults and any under 18's living at the same address £74

Title _____ Forename _____ Surname _____ Mobile _____

Date of birth ____ / ____ / ____ Email _____

Title _____ Forename _____ Surname _____ Mobile _____

Date of birth ____ / ____ / ____ Email _____

Title _____ Forename _____ Surname _____ Mobile _____

Date of birth ____ / ____ / ____ Email _____

BOATING INTERESTS (PLEASE NUMBER UP TO THREE BOATING INTERESTS IN ORDER, WITH NUMBER ONE BEING YOUR PRINCIPLE INTEREST)

☐ Yacht Racing ☐ Yacht Cruising ☐ Dinghy Racing ☐ Dinghy Cruising ☐ Personal Watercraft

☐ Sportsboats & RIBS ☐ Windsurfing ☐ Motor Boating ☐ Canal Cruising ☐ River Cruising

PAYING FOR YOUR RYA MEMBERSHIP

By direct debit:

To pay for your membership annually by direct debit, please complete the direct debit instruction on the next page of this form.

NOTE: Direct Debit is for new membership applications only and only the membership element of a payment can be made by direct debit. If you require the fast track service the fast track service fee must be paid by card or cheque.

By cheque, credit or debit card:

If you prefer you can enclose a cheque or you can provide your credit or debit card details in the payment section of on page 2 of [part 1 of the ICC application form](#).

For RYA reference only: Source code: **110 new | 399 renewal** Joining Point Code: _____

PAYING FOR YOUR RYA MEMBERSHIP BY DIRECT DEBIT



Instruction to your Bank or Building Society to pay by Direct Debit
Please fill in the form using a ballpoint pen and send it to: Royal Yachting Association,
RYA House, Ensign Way, Hamble, Southampton, Hampshire SO31 4YA



**Name and full postal address of your
Bank/Building Society**

To The Manager	Bank/Building Society
Address	
Postcode	

Name (s) of Account Holder (s)

Branch Sort Code

--	--	--	--	--	--

Bank/Building Society Account Number

--	--	--	--	--	--	--	--

Reference

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Service User Number

9	5	5	2	1	3
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For Royal Yachting Association official use only.
This is not part of the instruction to your Bank or Building Society. Please complete the below details so we can match this instruction to our records.

If the Account Holder name is different to the member name please also provide the below

Address
Postcode
Telephone
Email

Instructions to your Bank or Building Society. Please pay Royal Yachting Association Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with the Royal Yachting Association and, if so, details will be passed electronically to my Bank/Building Society.

Signature (s)

--

Date

--

Banks and Building societies may not accept Direct Debit Instructions for some types of account.