

Notes for Filling Out Small Vessel Sea Service Form (CG - 719S)

46 CFR 11.211(a): For service on vessels under 200 gross tons, owners of vessels may attest to their own service; however, those who do not own a vessel must obtain evidence from licensed personnel or the owners of the vessels listed. The documentary evidence produced by the applicant must contain the amount and nature of the applicant's experience, the vessel name, gross tonnage, shaft horsepower and official numbers, the routes upon which the experience was acquired, and approximate dates of service.

Section I – Applicant Information (Note: Complete One Form per Vessel)			
Name (Last, First, Middle)		Social Security Number	
Vessel Name 1		Official Number or State Registration Number 1	
Vessel Gross Tons 2	Length	Width (if known)	Depth (if known)
Propulsion (Motor/Steam/Gas Turbine/Sail/Aux Sail)		Served As: (Master/Mate/Operator/Deckhand/etc.) 3	
Name of body or bodies of water upon which vessel was underway (Geographic Locations) 4			

- 1** Only **one** vessel per Small Vessel Sea Service form.
- 2** This form is only for vessels 200 GT and less. Service on vessels greater than 200 GT should be reflected in an Employer Sea Service Letter. If you do not know the GT of your vessel and you know the width, length, and depth, you can use this calculation to get the GT: Length x Width x Depth x .67 divided by 100.
- 3** If indicating both Deck and Engine Capacity, sea service will be divided in half giving 50 percent to deck and 50 percent to engine unless the service is broken down to specifically reflect the days served in a deck capacity and days served in an engineering capacity. It would be better to do a separate small vessel sea service form for deck service and one for engineering service instead of combining.
- 4** Lakes, Bays, Sounds, Rivers, and Inter Coastal Waterways are considered shoreward/Inland (i.e., Chesapeake Bay or San Francisco Bay are considered shoreward/Inland water).

Section II – Record of Underway Service

In the block under the appropriate month, write in the number of days you served for that year (you can show more than one year)

January (year / days)	February (year / days)	March (year / days)	April (year / days)	May (year / days)	June (year / days)
/ /	/ /	/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /	/ /	/ /
/ /	/ /	/ /	/ /	/ /	/ /
July (year / days)	August (year / days)	September (year / days)	October (year / days)	November (year / days)	December (year / days)
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Total number of days served on this vessel:	1	Number of days served on Great Lakes:	3
Average hours underway (per day)?	2	Number of days served on waters shoreward of the boundary line as defined in 46 CFR Part 7:	3
Average distance offshore:		Number of days served on waters seaward of the boundary line as defined in 46 CFR Part 7:	3

- 1 The total number of days should be the sum of the days listed in the month boxes above.
- 2 In accordance with 46 CFR 10.107, on vessels of less than 100 gross register tons, a day is considered as 8 hours unless the Coast Guard determines that the vessel's operating schedule makes this criteria inappropriate. **In no case will this period be less than 4 hours.**
- 3 The first box should be a breakdown of the number of days spent on Great Lakes, the second box should be a breakdown of the number of days spent shoreward of the boundary line (or on Inland waters), and the third box should be a breakdown of the number of days spent seaward of the boundary line (or on Near Coastal waters). The total of the these three boxes should match the total listed in box #1.

Section II – Record of Underway Service					
In the block under the appropriate month, write in the number of days you served for that year (you can show more than one year)					
January (year / days)	February (year / days)	March (year / days)	April (year / days)	May (year / days)	June (year / days)
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
July (year / days)	August (year / days)	September (year / days)	October (year / days)	November (year / days)	December (year / days)
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
____/____	____/____	____/____	____/____	____/____	____/____
Total number of days served on this vessel:	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>		Number of days served on Great Lakes:	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>	
Average hours underway (per day)?	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>		Number of days served on waters shoreward of the boundary line as defined in 46 CFR Part 7:	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>	
Average distance offshore:	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>		Number of days served on waters seaward of the boundary line as defined in 46 CFR Part 7:	<div style="border: 2px solid black; width: 100%; height: 20px;"></div>	

Helpful Hints for Section II:

- Do not list underway days per month repetitively. For example: Listing being underway 30 days for every month for 5 years. You will be sent an Awaiting Information Letter requiring an accurate accounting of time underway.
- Do not list the same underway time on multiple vessels. For example: Indicating 25 days underway for the month of March 2012 on the vessel Impossible, **AND** 25 days underway for the month of March 2012 on the vessel Can't Be. There are only 31 days in March, not 50. If for some reason you were working 4 hours shifts on multiple vessels you will need to send an explanation of this.

Section III – Signature and Verification Applicant Read Before Signing!

I certify that I have served on the above vessel as stated. I am making this statement in order that I, the applicant, may obtain a license/document to operate a vessel under the provisions of Title 46 CFR, as applicable. I understand that if I make any false or fraudulent statement in this certification of service, I may be subject to a fine or imprisonment of up to five (5) years or both (18 U. S. C. 1001).

X Signature of Applicant

1

Date

NOTE:

- If you were not the owner, the Owner, Operator, or Master must complete the remainder of this form.
- If you were of the above vessel, proof of ownership must be provided with this form.

2

Owner, Operator or Master Read Before Signing! I certify that the above individual has served on the above vessel as stated. I am making this statement in order that the applicant may obtain a license to operate a vessel under the provisions of Title 46 CFR, as applicable. I understand that if I make any false or fraudulent statement in this certification of service, I may be subject to a fine or imprisonment of up to five (5) years or both (18 U. S. C. 1001).

X Signature and title of person attesting to experience

3

Date

Owner's, Operator's, or Master's Name (Last, First Middle):

Owner's, Operator's, or Master's address and phone number:

1 Applicant will always sign and date this line.

2 If you are the OWNER of the vessel listed on this form, proof of ownership must be provided as described in 46 CFR 11.211(a). Proof of ownership should include your name (name of applicant) and the official number or state registration number of the vessel. Acceptable forms of proof of ownership include registrations, proof of insurance, and bills of sale. If you are signing as owner of a company such as an LLC, then you will need to include proof of ownership of the company such as articles of incorporation.

3 If you are the applicant and the owner of the vessel on the form, you do not need to sign and date this section. If you are the applicant and do not own the vessel on the form, then you will need to have the owner, operator, or master sign, date, and provide his/her address and phone number. If you are the Master of the vessel but not the owner, you cannot attest to your own service. You must have the owner of the vessel complete the days underway and sign in this section and give their address and phone number.

Completed SVSS Form Sample 1:

- Section I – Section is accurately completed with information in all fields.
- Section II – Total number of days served on this vessel equals both the total of the days listed in the year/day categories, and the number of days operated inland and near coastal combined (471 inland + 102 near coastal = 573 total days).
- Section III – Mariner owns the vessel (The Merchantmariner) and provided proof of ownership (state registration).

Completed SVSS Form Sample 2:

- Section I – Section is accurately completed with information in all fields.
- Section II – Total number of days served on this vessel equals both the total of the days listed in the year/day categories, and the number of days operated inland and near coastal combined (20 inland + 74 near coastal = 84 total days).
- Section III – Mariner signs the form as applicant. The mariner is not the owner of the vessel, therefore the owner signs and attests to the service on his vessel. The owner's address and phone number are listed.