

The Notification Forms and Reporting Procedures to the Coast Guard Authorities of Yachts before leaving port

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According to the provisions of Paragraph 3, Article 70 of The Law of Ships, for yacht activities that do not involve entry/exit of the border, "Notification Form for departing Yachts"(as attached Form 1) must be filled and reported to the inspection office at the port of departure.(the inspection offices' information is listed in Table 2) The procedure is as followed:

1.Report via email or fax:

Please submit the notification form to the inspection office at the port where the yacht is located via email or fax

2.On-site Reporting:

Please submit the notification form directly to the inspection office at the port where the yacht is located.

3. On-line Registration:

Please submit the notification form on- line by visiting CGA website (www.cga.gov.tw).

Table 1

Notification Form for departing Yachts

Application date: ____/____/____ (MM/DD/YYYY)						
*Applicant				*Telephone No.		
Fax No.						
*Estimated Time of Departure (ETD) and Arrival (ETA)		From AM/PM____:____; ____/____/____ (MM/DD/YY) To AM/PM____:____; ____/____/____ (MM/DD/YY)				
*Planned Departing and Arriving Port (Please make sure to check Point 4 of the "Notes" before filling this section.)						
Range of navigation						
Information of Yacht	*Name of Yacht			*Registration Number of Yacht (or IMO no.)		
	*Minimum Safe manning			/person	*Identification Features	
Information of yachtsman	*Name		*ID/Passport		*Cell Phone Number	
						*Emergency Contact
List of crews and passengers						
	*Name	*ID/ Passport	* Cell Phone Number		* Emergency Contact	
1.					Name: _____ Tel: _____	
2.					Name: _____ Tel: _____	
3.					Name: _____ Tel: _____	
4.					Name: _____ Tel: _____	
5.					Name: _____ Tel: _____	
6.					Name: _____ Tel: _____	
7.					Name: _____ Tel: _____	
8.					Name: _____ Tel: _____	
9.					Name: _____ Tel: _____	
10					Name: _____ Tel: _____	
11					Name: _____ Tel: _____	
12					Name: _____ Tel: _____	
13					Name: _____ Tel: _____	
14					Name: _____ Tel: _____	
15					Name: _____ Tel: _____	

© The form can be extended if necessary.

Notes

1. According to the provisions of Paragraph 3, Article 70 of The Law of Ships, yacht activities that do not involve entry/exit of the border, relevant information about the ship, the voyage and the persons shall be reported to the coast guard authority at the port of departure by means of e-mail, fax or in person. (The “Notification Form for departing Yachts” is available on the GOV Online Service section of the Coast Guard Administration World Wide Web.)
 2. The “Notification Form for departing Yachts” is applicable to:
 - (1) A R.O.C.-flagged yacht whose activities do not involve entry/exit of the border.
 - (2) A foreign-flagged yacht that has completed the entry procedure (CIQS) and has obtained an permission from the competent authority to sailing to designated domestic ports.
 3. For safety reasons, please fill in the “Notification Form for departing Yachts” precisely. If your yacht cannot return on time as scheduled, the CGA inspection office will inform related units to stay alert or search for the yacht. If your yacht has to dock in another port for unexpected reasons, or delayed without safety reasons, please make sure to inform the inspection office at the port or the coastal radio station nearby.
 4. According to the Central and Local fisheries competent authority, the yachtsman of the yacht is allowed to apply for calling at the following twenty one fishing ports: Wushih Fishing Port, Badouzi Fishing Port(Bisha Port Area), Zhuwei Fishing Port, Hsinchu Fishing Port, Anping Fishing Port, Jiangjun Fishing Port, Xingda Fishing Port, Gushan Fishing Port, Kaohsiung Port, Cimei Fishing Port, Jibei Fishing Port, Longmen Fishing Port, Daguoye Fishing Port, Shagangxi Fishing Port, Chihkan Fishing Port, Tongliang Fishing Port, Citou Fishing Port, Houliao Fishing Port, Magong Fishing Port, Xingang Fishery Harbor, and Jinzun Fishing Port.
 5. The “Notification Form for departing Yachts” will be used only for emergency rescue and contact reasons, and shall not be used as the proof of departing and entering the port.
 6. According to Article 3 to Article 5 of “The Coast Guard Act”, the coast guard officers can conduct verification of identity and collection of information if necessary.
 7. The on-line registration of “Notification Form for departing Yachts” is available not only at CGA website, but also at the website of Maritime Port Bureau, Ministry of Transportation and Communication.
- “ * “Denotes a required field.

Table 2

List of Contact Information of Security Inspection Office						
Item	Port	Name of Port	Name of Inspection Office	Telephone	Fax	E-mail
Yacht Port		Longdong Yacht Port	Longdong Fishing Port Inspection Office	02-24909176	02-24909176	613216@cga.gov.tw
		Budai Yacht Port	Budai Fishing Port Inspection Office	05-3474420	05-3700310	check4011@cga.gov.tw
		Houbihu Yacht Port	Houbihu Fishing Port Inspection Office	08-8866470	08-8867445	SC063009@cga.gov.tw
		Dapeng Bay Yacht Port	Dapeng Bay Inspection Office	08-8321534	07-5313254	SC060011@cga.gov.tw
Commercial Harbor		Keelung Harbor	Keelung Harbor Inspection Office	02-24253585	02-24253585	610212@cga.gov.tw
		Taipei Harbor	Taipei Harbor Inspection Office	02-26194505	02-26194505	622225@cga.gov.tw
		Suao Harbor	Suao Harbor Inspection Office	03-9963028	03-9952649	611215@cga.gov.tw
		Taichung Harbor	Taichung Harbor Inspection Office	04-26583123	04-26571909	check3010@cga.gov.tw
		Kaohsiung Harbor	Kaohsiung Commercial Port Inspection Office	07-5319958	07-5328830	SC050001@cga.gov.tw
		Kaohsiung Harbor	Chunghsing Harbor Inspection Office	07-5718591	07-5718591	SC050004@cga.gov.tw
		Anping Harbor	Anping Harbor Inspection Office	06-3910973	06-3910973	SC052001@cga.gov.tw

	Budai Harbor	Budai Harbor Inspection Office	05-3470876	05-3700310	check4012@cga.gov.tw
	Magong Harbor	Magong Commercial Port Inspection Office	06-9218792	06-9218792	SC070001@cga.gov.tw
	Hualien Harbor	Hualien Harbor Inspection Office	03-8239816	03-8266745	el483110@cga.gov.tw
Fishing ports announced by the Fishery Agency for yacht calling	Wushih Fishing Port	Wushih Fishing Port Inspection Office	0932496367	03-9770423	612209@cga.gov.tw
	Badouzi Fishing Port(Bisha Port Area)	Bisha Fishing Port Inspection Office	02-24698078	02-24697214	610224@cga.gov.tw
	Zhuwei Fishing Port	Zhuwei Fishing Port Inspection Office	03-3838837	03-3838837	623208@cga.gov.tw
	Hsinchu Fishing Port	Hsinchu Fishing Port Inspection Office	03-5366685	03-5366685	620214@cga.gov.tw
	Anping Fishing Port	Anping Fishing Port Inspection Office	06-3910952	06-3910952	SC052002@cga.gov.tw
	Jiangjun Fishing Port	Jiangjun Fishing Port Inspection Office	06-7930864	06-7930864	SC051001@cga.gov.tw
	Xingda Fishing Port	Xingda Fishing Port Inspection Office	07-6987206	07-6987206	SC052003@cga.gov.tw
	Gushan Fishing Port	First Entrance of Kaohsiung Port Inspection Office	07-5618197	07-5615854	SC050002@cga.gov.tw
	Kaohsiung Port	Kaohsiung Port Cihou Inspection Office	07-5718574	07-5313254	SC050003@cga.gov.tw
	Cimei Fishing Port	Cimei Fishing Port Inspection Office	06-9972115	06-9972115	SC070029@cga.gov.tw

Fishing ports
announced by the
Fishery Agency for
yacht calling

Jibei Fishing Port	Jibei Fishing Port Inspection Office	06-9911032	06-9932294	SC072007@cga.gov.tw
Longmen Fishing Port	Longmen Fishing Port Inspection Office	06-9920073	06-9922774	SC070007@cga.gov.tw
Daguoye Fishing Port	Daguoye Fishing Port Inspection Office	06-9983797	06-9932294	SC072002@cga.gov.tw
Shangangxi Fishing Port	Shangangxi Fishing Port Inspection Office	06-9218987	06-9932294	SC072028@cga.gov.tw
Chihkan Fishing Port	Chihkan Fishing Port Inspection Office	06-9933472	06-9932294	SC072001@cga.gov.tw
Tongliang Fishing Port	Tongliang Fishing Port Inspection Office	06-9932604	06-9932294	SC072009@cga.gov.tw
Citou Fishing Port	Citou Fishing Port Inspection Office	06-9933446	06-9932294	SC072017@cga.gov.tw
Houliao Fishing Port	Houliao Fishing Port Inspection Office	06-9932584	06-9932294	SC072006@cga.gov.tw
Magong Fishing Port	Magong Fishing Port Magong Inspection Office	06-9218985	06-9218985	SC070002@cga.gov.tw
Xingang Fishery Harbor	Xingang Fishery Harbor Inspection Office	089-854562	089-280411	e1482090@cga.gov.tw
Jinzun Fishing Port	Jinzun Fishing Port Inspection Office	089-896670	089-280411	e1482140@cga.gov.tw