

DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

PASSENGER LIST - CREW LIST

OMB Control #: 1651-0103

Prior to arrival in the United States, complete a separate form for a) working crew; and b) passengers and supernumeraries. In addition to its initial completion, the crew list shall be updated to reflect crew changes and other relevant activity (or lack thereof) until the vessel departs the United States.

Vessel Name: _____ Nationality: _____ Official Number: _____

Last Foreign Port (Place and Country): _____ Date Sailed from Foreign Port: _____

Date of Arrival in U.S.: _____ Arrival Port: _____ No. of Crew (including Master): _____ No. of Passengers: _____

Agent at Arrival (Name & Address): _____

Will crew perform longshore work while vessel is in the United States? NO YES (Provide applicable INA Section 258 Exemption): _____

PROPOSED ITINERARY

Next U.S. Port(s)	Arrival Date	Vessel Agent (Name and Address)

PASSENGER LIST CREW LIST — Page 1 of _____

List individuals alphabetically. Crew who join the vessel subsequent to its arrival while in the United States must be added to the original list and the appropriate date recorded in the "Date Joined" column. The "Date Separated" column must be used when a listed crewman is separated from the vessel while it is in the United States. Any crewman designated as "REFUSED" in the "DHS Use Only" column is to be detained on the vessel at all times.

Family Name	First Name & Initial	Date of Birth	Nationality/ Document #	Position or Title (Crew Only)	Date Joined (Crew Only)	Date Separated (Crew Only)	Inspection Status (DHS Use Only) <small>Checked box indicates subsequent parole.</small>
							<input type="checkbox"/>
							<input type="checkbox"/>
							<input type="checkbox"/>
							<input type="checkbox"/>
							<input type="checkbox"/>
							<input type="checkbox"/>
							<input type="checkbox"/>
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RECEIPT FOR CREW LIST (CBP Use Only). I-418 Receipt Number at right indicates that the U.S. Customs and Border Protection (CBP) has received the CREW LIST containing the names of all members of crew, including Master, on board said vessel at time of its arrival.

I-418 Receipt Number (POE - YYMMDD - Badge # - Military Time):

CBP Port of Arrival (address): _____

SUMMARY OF DEPARTURE

Vessel Agent (at Departure): Following this vessel's departure from the United States, ensure that crew list reflects all crew additions and separations and is promptly submitted to the U.S. Customs and Border Protection office at the port of departure. Summarize the departure circumstances by providing the following information:

Agent at Departure (Name & Address): _____

Date of Departure: _____ Port of Departure: _____ Total Added Crew: _____ Total Separated Crew: _____

PASSENGER LIST - CREW LIST

INSTRUCTIONS

ALL NAMES AND OTHER DATA INSCRIBED ON THIS FORM MUST BE IN THE ENGLISH LANGUAGE

PASSENGERS: Deliver one complete alphabetical passenger list, regardless of nationality, to United States Public Health Service, and three such lists to the United States Customs and Border Protection, on arrival at first port in the United States.

CREW LIST VISA APPLICATION: Submit form in duplicate to U.S. consular officer, specifying each alien crewman not in possession of a valid individual visa or lawful resident alien card.

ARRIVING CREW: Deliver one complete alphabetical crew list, regardless of nationality, to United States Public Health Service, and three such lists to the United States Customs and Border Protection on arrival at first port in the United States. Where a crewman is a returning resident, show his/her alien registration receipt number where prompted for a document number.

CHANGES IN CREW: If an alien crewman is separating from the vessel while in the United States (and will not be returning), discharge authorization must first be obtained from the United States Customs and Border Protection via Form I-408 (Application to Pay Off or Discharge Alien Crewman) and the appropriate date of separation must be recorded in the "Date Separated" column of this form for that crew member. If a crew member joins the vessel while in the United States, add the crewman's name and other requested information at the next available blank line of the list and record the appropriate date in the "Date Joined" column.

DEPARTING CREW: When the vessel departs the United States, complete the SUMMARY OF DEPARTURE section and deliver one complete list (whether or not there have been crew changes) to the United States Customs and Border Protection at the port of departure.

PAPERWORK REDUCTION ACT NOTICE. An agency may not conduct or sponsor an information collection and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood and which impose the least possible burden on you to provide us with the information. Often this is difficult because some immigration laws are very complex. The average time to complete and process this form is one hour. If you have comments regarding the accuracy of this estimate or suggestions for making this form simpler, please write to U.S. Customs and Border Protection, Information Services Branch, Washington, DC 20229 and the Office of Management and Budget, Paperwork Reduction Project, Washington, DC 20503.