

**DEPARTMENT OF HOMELAND SECURITY**  
**U.S. Coast Guard**  
**SMALL VESSEL SEA SERVICE FORM**

OMB: 1625-0040  
 Expires: 06/30/12

For Service on Vessels Under 200 Gross Tons Only

**SECTION I – APPLICANT INFORMATION** *(Note: Complete One Form Per Vessel)*

Name: Last			First		Middle		Social Security Number		Reference Number		
							— —				
Vessel Name						Official Number or State Registration Number					
Vessel Gross Tons			Length			Width (If known)			Depth (If known)		
			ft in			ft in			ft in		
Propulsion (Motor/Steam/Gas Turbine/Sail/Aux Sail)						Served As (Master/Mate/Operator/Deckhand/etc.)					
Name of Body or Bodies of Water Upon Which Vessel was Underway (Geographic Locations)											

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

**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).

Signature of Applicant	Date
<b>X</b>	

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

**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).

Signature and Title of Person Attesting to Experience	Date
<b>X</b>	
Owner's, Operator's, or Master's Name	Owner's, Operator's, or Master's address and phone number
Last	City
First	State
Middle	Zip Code
	Phone

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**PRIVACY ACT STATEMENT**

In accordance with 5 U. S. C. 552a(e)(3), THE FOLLOWING INFORMATION IS PROVIDED TO YOU WHEN SUPPLYING PERSONAL INFORMATION TO THE U.S. COAST GUARD.

1. AUTHORITY WHICH AUTHORIZED THE SOLICITATION OF INFORMATION:
  - A. 46 U. S. C. 7302, 7305, 7314, 7316, 7319, AND 7502.
  - B. SEE 46 CFR PARTS 10, 11, AND 12.
  
2. PRINCIPLE PURPOSES FOR WHICH INFORMATION IS INTENDED TO BE USED:
  - A. TO ESTABLISH ELIGIBILITY FOR A MERCHANT MARINER'S LICENSE OR DOCUMENT ISSUED BY THE COAST GUARD.
  - B. TO ESTABLISH AND MAINTAIN A CONTINUOUS RECORD OF THE PERSON'S DOCUMENTATION TRANSACTIONS.
  - C. PART OF THE INFORMATION IS TRANSFERRED TO A FILE MANAGEMENT COMPUTER SYSTEM FOR A PERMANENT RECORD.
  
3. THE ROUTINE USES WHICH MAY BE MADE OF THE INFORMATION:
  - A. TO MAINTAIN RECORDS REQUIRED BY 46 U. S. C. 7319 AND 7502.
  - B. TO ENABLE ELIGIBLE PARTIES (*i.e. the mariner's heirs or properly designated representative*) TO OBTAIN INFORMATION.
  - C. TO PROVIDE INFORMATION TO THE U.S. MARITIME ADMINISTRATION FOR USE IN DEVELOPING MANPOWER STUDIES AND TRAINING BUDGET NEEDS.
  - D. TO DEVELOP INFORMATION AT THE REQUEST OF COMMITTEES OF CONGRESS.
  - E. TO PROJECT BILLET ASSIGNMENTS AT COAST GUARD MARINE INSPECTION/SAFETY OFFICES.
  - F. TO PROVIDE INFORMATION TO LAW ENFORCEMENT AGENCIES FOR CRIMINAL OR CIVIL LAW ENFORCEMENT PURPOSES.
  - G. TO ASSIST U.S. COAST GUARD INVESTIGATING OFFICERS AND ADMINISTRATIVE LAW JUDGES IN DETERMINING MISCONDUCT, CAUSES OF CASUALTIES, AND APPROPRIATE SUSPENSION AND REVOCATION ACTIONS.
  
4. WHETHER OR NOT DISCLOSURE OF SUCH INFORMATION IS MANDATORY OR VOLUNTARY (*Required by law or optional*) AND THE EFFECTS ON THE INDIVIDUAL, IF ANY, OF NOT PROVIDING ALL OR PART OF THE REQUESTED INFORMATION IS VOLUNTARY, DISCLOSURE OF THIS INFORMATION IS VOLUNTARY, BUT FAILURE TO PROVIDE MAY RESULT IN NON-ISSUANCE OF THE REQUESTED DOCUMENTS.

"An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number." The Coast Guard estimates that the average burden for this report is 15 minutes. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commanding Officer, U. S. Coast Guard National Maritime Center, 100 Forbes Drive, Martinsburg, WV 25404 or Office of Management and Budget, Paperwork Reduction Project (1625-0040), Washington, DC 20503.