



## APPLICATION FOR THE REPLACEMENT OF A CERTIFICATE OF COMPETENCY OR CERTIFICATE OF EQUIVALENT COMPETENCY

# RC

### 1 PERSONAL DETAILS

Name

Title Mr/Mrs/Miss/Capt etc		Sex Male / Female	
Surname / Family name			
Forename(s) in full			
Date of Birth			
Place of Birth		Country of Birth	
Nationality		Discharge Book No	

	Full Home Address	Address for return of documents <i>(if different from home address)</i>
Address		
District		
Town / City		
County/State		
Post Code/Zip		
Country		
Telephone No		Mobile No.
Email Address		

DOB

All losses of CoCs or CECs **MUST** be reported to the Police (including theft, loss or destruction). Attach a copy of the Police report to this application.

SDS

Police Report Reference Number	
Dated	
Name and Address of Police Station	

**Please do not write below this line**

<b>Received:</b>  	<b>Fee:</b>  	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">SDS No</td> <td></td> </tr> <tr> <td>Receipt No</td> <td></td> </tr> <tr> <td>RMS No</td> <td></td> </tr> <tr> <td>COC No</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	SDS No		Receipt No		RMS No		COC No			
SDS No												
Receipt No												
RMS No												
COC No												



**YOUR SIGNATURE AND DECLARATION**

(The maximum penalty for a false declaration is £5000)

I understand that completing and returning this form will result in the related Certificate being cancelled, that it may never be used again and, if subsequently found, it should be returned to the Maritime and Coastguard Agency (MCA) immediately.

The information given on this form is true to the best of my knowledge, true and complete.

Date .....

for office use only

**IMPORTANT – KEEP WITHIN BORDER**  
 FAILURE TO COMPLY WITH THIS INSTRUCTION  
 WILL INVALIDATE THE APPLICATION

Completed applications should be sent to the following address:

**Maritime & Coastguard Agency**  
**Seafarer Training & Certification Branch**  
**Spring Place**  
**105 Commercial Road**  
**Southampton SO15 1EG**  
 Tel: +44(0) 2380 329231; Fax +44(0) 2380 329252  
 Email: [deck@mcga.gov.uk](mailto:deck@mcga.gov.uk) or  
[engineering@mcga.gov.uk](mailto:engineering@mcga.gov.uk) or  
[cec@mcga.gov.uk](mailto:cec@mcga.gov.uk)  
 Website: [www.mcga.gov.uk](http://www.mcga.gov.uk)

In your own interest use Recorded Delivery if posting within the UK and Registered Post from abroad. Your documents will be returned by courier. The MCA cannot accept any responsibility for documents lost in the post.

**PAYMENT**

Please enclose the appropriate fee (as laid down in the current Merchant Shipping Fees Regulations). Payment should be made in £ sterling by cheque, postal order or banker’s draft, credit or debit card. Cheques, Postal Orders and Bankers Drafts should be made payable to the “Maritime and Coastguard Agency” and crossed “Account Payee” and “not negotiable”. Cheques and drafts should be drawn at a UK bank. **CASH WILL NOT BE ACCEPTED.** World-wide postage is included in the fee.

I enclose the MCA fee of £.....

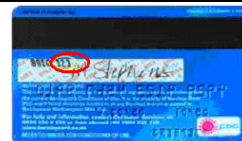
Please tick (✓ ) the appropriate box below to indicate your chosen method of payment.

Maestro  Visa  MasterCard/Access  Delta  Cheque/bankers draft  Postal Orders

Please charge my Maestro/Visa /MasterCard/Access/Delta Card: £.....

Name of Card Holder													
Card Number (16-18 digits)													
Start Date													
Expiry Date													
Maestro Issue Number (Maestro Cards only)							Security Code						

The Security Code is the last three digits of the numbers on the reverse of the card, near to the signature strip. (See example right)



Signature..... Date.....