

***PRIMARY CONTACT INFO:***

***VESSEL INFORMATION***

1. Boat Name:
2. Home Port:
3. Document/Registration:
4. Type of Boat:
5. Make and Year:
6. Length:
7. Draft:
8. Number of Masts:
9. Dodger Color:
10. Hull Color:
11. Deck Color:
12. Other Identifying Features: Here we include solar panels on side, wind generator, radar astern on arch, monitor windvane ... anything that could help identify your boat.

***COMMUNICATION AND SAFETY EQUIPMENT***

13. VHF channel monitored:
14. SSB Transceiver: Yes/No Call Sign: Ham License Call Sign:
15. Other Communications: for us, Iridium and also if you keep it on, we don't and how to call it.
16. Cell Phone
17. Onboard E-Mail Address
18. Land E-Mail Address
19. Life Raft Information:
20. Dinghy Information:
21. Life Vests:
22. EPIRB: registration number and manufacturer
23. Flares:

***PERSONS ON BOARD***

24. Name, Nationality, Age, M/F, General Health Conditions for each person aboard

***TRAVEL PLANS***

25. Point of Departure Date/Estimated Time
26. Destination Date/Estimated Time
27. Any Planned Stops Y/N Where
28. Other Potential Stops for Bad Weather
29. Name(s) of Companion Boats

### ***UNDERWAY CHECK IN PLANS***

30. Here's where you list your planned check in plans ... our example: "We will check in with the Northwest Caribbean Net daily at 14:00 UTC and 23:45 UTC"
31. Will you check in with other boats daily? Who?
32. Special Instructions: As an example, when we sailed from Isla Mujeres to Punta Gorda, FL, our special instructions were:  
"We will send a position report every 6 hours +/- (6 am, 12 noon, 6 pm, 12 midnight) and will e-mail you if at any point our plans or destination change and upon our arrival at our destination.
33. Other Plans for Communication: again, our example: "If our SSB radio will not send position reports due to malfunction (we had a bad clipping problem at the time), we will call Alison Kostka (daughter) on the Iridium satellite phone (our Primary Contact was cruising and had no phone contact). Alison will e-mail our Primary Contact immediately to keep the contact intact."

### ***MISSED CHECKIN AND PLAN OF ACTION***

This is the really important part. So many times a boat is out of contact and no one knows if they're missing or what has happened and no one has any idea of the correct course of action. This is our example, you can write your own instructions.

34. If we miss TWO (2) consecutive position reports, assume that something has gone wrong and assume the worst.
35. Take the following action: Please e-mail all the following persons and request that they check the SSB net to see if any of them have info on our situation:  
(three different boat contacts with strong SSB radios)

If no info is forthcoming, contact the US Coast Guard and the emergency contacts listed below:

36. Name, relationship, telephone number, e-mail address
37. Anything else that you can think of that could be helpful to know about you or your vessel on passage.

***BE SURE TO CLOSE YOUR FLOAT PLAN UPON SAFE ARRIVAL AT YOUR DESTINATION!*** Please make sure your Primary Contact knows you've arrived safely. Sometimes it is so easy in the excitement of a new landfall to forget this important step, but don't leave friends and family worrying about your safety! And if, you opt not to formalize the process, but just check into a net daily as a boat underway, PLEASE make sure to alert someone on the net that you've arrived safely.