



# APPLICATION TO RENEW INTERNATIONAL CERTIFICATE FOR OPERATORS OF PLEASURE CRAFT

Royal Yachting Association RYA House Ensign Way Hamble Southampton SO31 4YA  
Tel: 023 8060 4100 Fax: 023 8060 4299 Web: www.rya.org.uk

# ICC

PLEASE WRITE  
APPLICANT'S NAME  
ON BACK OF PHOTO  
AND CLIP ON HERE

The ICC is issued free of charge to RYA members

## NOT AN RYA MEMBER?

**JOIN USING THIS FORM AND WE'LL ISSUE  
YOUR CERTIFICATE FREE OF CHARGE**

Personal membership costs no more than the certificate issue fee if you pay by Direct Debit. Please complete and return the membership form on page two to receive your certificate for free.

The UK ICC issued by the RYA is issued in conformity with Resolution No. 40 of the United Nations Economic Commission for Europe (UNECE) Working Party on Inland Water Transport. The certificate is available to a person who fulfils the following eligibility criteria:

- has reached the age of 16;
- is physically and mentally fit to operate a pleasure craft, and in particular, has sufficient powers of vision and hearing;
- presents one of the specified UK certificates or has successfully passed an examination to prove the necessary competence for pleasure craft operation (see section 3); and
- who demonstrates their nationality or residency to show that their nationality does not preclude them from being issued with a UK ICC by the RYA (see section 2).

Please allow 21 days for the certificate to be issued. Regrettably we are unable to respond to requests to check the progress of your ICC application within the first 14 days of this period. If you require your ICC sooner a Fast Track Service, which guarantees a 2 working day turnaround from the date we receive your application, is available. Please enclose the additional fee (see section 5) and tick the Fast Track box below:

Tick for FAST TRACK service.

### 1. APPLICANT'S DETAILS

Forename: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Country of birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Post code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone numbers: Evening: \_\_\_\_\_

Daytime: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

### 2. EVIDENCE OF APPLICANT'S NATIONALITY OR RESIDENCY:

The RYA is authorised by the Maritime and Coastguard Agency (MCA) to issue a UK ICC to the nationals of any country EXCEPT individuals who are a national of another UNECE member state which has accepted Resolution 40 and who are also resident in another UNECE member state which has accepted Resolution 40, unless the RYA has been given written permission to do so by the Government of the relevant country.

The other countries that have accepted Resolution 40 are: Austria; Belarus; Belgium; Bulgaria; Croatia; Czech Republic; Finland; Germany; Hungary; Ireland; Latvia; Lithuania; Luxembourg; Netherlands; Norway; Romania; Slovakia; Switzerland. This list (correct at 01.10.2015) is subject to change without notice. Please visit [www.rya.org.uk/go/icc-no](http://www.rya.org.uk/go/icc-no) to consult the latest list and for information about any special arrangements in place between the RYA and the Governments of any of these countries.

You must demonstrate that you are not a national of and resident in a country on the list. Please tick one option:

**OPTION 1:** If you are an existing RYA member, British resident at the address above and already paying your membership subscription by Direct Debit from your British bank account, you do not need to send any additional evidence of your nationality or address; **OR**

**OPTION 2:** If you are a national of a country which is not on the list you can send a copy of the photo page of your passport or a recognised national identity card showing your nationality; **OR**

**OPTION 3:** If your address above is in a country which is not on the list you can send evidence that you are resident at this address. Send a copy of a recent utility bill or bank statement, a driving licence, a recognised national identity card or other official document, showing your name and address. Further authenticated evidence may be requested.

### 3. EVIDENCE OF APPLICANT'S COMPETENCE:

Unless you wish to have additional categories added to your ICC, the renewal process is simply a paper exercise. Your ICC will normally be renewed with the same categories validated as your expiring certificate. There is normally no requirement to produce evidence of competence for these categories. Please tick the relevant boxes in the table below to indicate the categories your existing certificate is valid for.

If you require any additional categories, please indicate which and provide evidence of your competence for those categories as detailed on the RYA website at [www.rya.org.uk/go/icc-evidence](http://www.rya.org.uk/go/icc-evidence). This also applies if your existing ICC is valid for power driven vessels up to 10m LOA. Your new certificate will be issued with this length limit unless you provide acceptable evidence to demonstrate your competence for larger vessels. If you are renewing a certificate with the inland waters category that was issued prior to 1st April 1999, the category will only be revalidated if the RYA has evidence you have passed the CEVNI test.

Categories required	Renewal	New
Coastal Waters	<input type="checkbox"/>	<input type="checkbox"/>
Inland Waters	<input type="checkbox"/>	<input type="checkbox"/>
Sail (including auxiliary engine)	<input type="checkbox"/>	<input type="checkbox"/>
Power	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
Personal Watercraft	<input type="checkbox"/>	<input type="checkbox"/>

### 4. DECLARATION & SIGNATURE OF APPLICANT:

I confirm that I satisfy the eligibility criteria above and I understand that:

- the UK ICC issued by the RYA is issued under the authorisation and on behalf of the UK Maritime and Coastguard Agency (MCA);
- possession of this certificate does not entitle me to a certificate issued on behalf of any other organisation or any other national Government;
- the certificate is valid for 5 years from the date of issue; should my eligibility change during the period the ICC is valid for I must notify the RYA and surrender the document and will not be entitled to any refund;
- if I cannot satisfactorily demonstrate my continued eligibility when the certificate expires it will not be renewed by the RYA; and
- the acceptance of the ICC is determined in accordance with both the vessel's flag state legislation and that of the country in which the vessel is to be used and that it is my responsibility to ensure that the ICC is acceptable for its intended use.

SIGNATURE OF APPLICANT:

