

How to complete our forms

Vessel Contacts Form

This form allows us to know who we should contact for the vessel moving forward.

Please enter the Primary Contact Details. This may be the owner, or it could be a Registration Agent - it is the person we will use for primary communication about the vessel. One of the contacts should be selected as the Invoicing Contact.

The Secondary Contact is the Person we can contact if we can't contact the Primary contact. If the Primary contact is a Registration Agent, the Secondary contact must be an owner or in the case of a corporate owned vessel an Officer of the body Corporate or an Ultimate Beneficial Owner. The secondary contact is not necessary for an individual owned vessel with one owner.

Only complete the Registration Agent section if the vessel has an Agent, otherwise leave it blank. A Registration Agent is a person or Company that assists with the registration of the vessel on behalf of the owner.

The Emergency Contact should be someone who is unlikely to be aboard the vessel, yet who is likely to know those aboard and their next of kin. Please Note: It is not a legal requirement for us to hold emergency contact details, although this allows us to assist with the ships radio licence.

Form 3

The image shows 'Form 3 Vessel Contacts' with a background image of boats in a harbor. The form is divided into several sections: 'Primary and Secondary Vessel Contacts', 'Registration Agent', and 'Emergency Contact'. Red arrows point to the 'Primary Contact' and 'Secondary Contact' fields, and a green arrow points to the 'Registration Agent' section. The 'Primary Contact' section has fields for Name, Company, Mobile, Tel., e-mail, and checkboxes for Owner, Agent, and Invoicing. The 'Secondary Contact' section has similar fields. The 'Registration Agent' section has a 'New Agent' checkbox (YES/NO), a radio button for 'Agent is not vessel contact', and fields for Agent Company Name, Name, Address, City, State, Postcode, and Contact details (Name, E-mail, E-Mail 2, Tel., Mobile). The 'Emergency Contact' section has fields for Name, Address, City, Postcode, and Contact details (E-mail, E-Mail 2, Tel., Mobile). The form is titled 'Form 3 Vessel Contacts' and includes a footer with '© Blue Water Supplies Limited 2025' and 'PROUD MEMBER OF BRITISH MARINE LEADING THE INDUSTRY'.