



Monarch Marine Ltd
Oak Business Centre, 79-93 Ratcliffe Road,
Sileby, Loughborough, Leics. LE12 7PU

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Boat Safety Scheme Examination - Booking Information

To enable the boat safety scheme examiner to provide an efficient service, please read through the following information, then complete and return the examination agreement. The examination agreement is purely to arrange a Boat Safety Scheme examination, it is not any form of survey agreement.

1. Documentation, access and systems:

- 1.1. Please make available at the time of examination any manufacturer's documentation, statements, or certificates required to demonstrate compliance, if necessary. Please also supply the boat's previous certification details.
- 1.2. If practicable and safe to do so, please disconnect shore-power, battery charging, and other power sources prior to the examination. The boat batteries need to be fully charged and feeds to any DC-AC inverters will need to be isolated. Please make sure any shore-power leads or other alternating current (AC) electrical inlet and lead connections are available for examination.
- 1.3. Any AC electricity supply from shore-power hook-ups, inverters, or generators must be disconnected prior to the examination. The examiner is not liable for any loss or damage, or any incident or accident that may arise from undertaking the 230V disconnection, and the owner retains overall responsibility for the process. The examiner will require permission to disconnect the 230V systems should the boat owner or representative of the owner not be present at the time of the examination.
- 1.4. Please ensure that all access panels or hatches are removed prior to the examination to allow access to both see and touch all LPG and fuel fittings, joints and hoses.
- 1.5. Please ensure that sufficient battery power, fuel, and LPG are available to test appliances during the examination. Fuel, water, and battery power should be sufficient for up to 15mins of continuous operation of all appliances. Please ensure that any instantaneous gas fired water heaters are fully operational prior to the examination.
- 1.6. For steam-powered engines, please provide the inspection certificate and current insurance policy or certificate.

2. The Certificate:

2.1. Once compliance has been verified, the BSS certificate will be issued as an electronic PDF file to the email address you provide within two working days of the examination. Please notify the examiner if you require a printed version of the certificate.

3. Fees:

3.1. The standard fee for a BSS certificate is £250.00 plus mileage to and from your boat. Fees are payable on receipt of the examiners invoice and in advance of the examination date by either cash or bank transfer. Should the boat be found non-compliant a return visit will be required at an extra cost.

4. Location:

4.1. Please provide a precise location the boat will be at for the examination. If the boat is moored within a marina or on private property, please ensure the examiner has the site owner's permission to be on site, this includes parking arrangements. Please make the examiner aware of any other access restrictions to the boat prior to the examination.

Monarch Marine Ltd.

Registered in England & Wales. Company number: 12294295.
Registered office: Oak business centre 79-93 Ratcliffe road, Sileby, Leics. LE12 7PU
Director: C T King



5. Examination date and time:

5.6. Please be aware that the examination can take between 2 to 4 hours to compete. If the boat owner or owner's representative wishes to be present for the examination, please ensure to allow plenty of time.

5.7. The examiner will agree an examination date and give an approximate start time to assist you in preparing the boat.

6. Photographs:

6.1. During the examination, the examiner may need to photograph the exterior of the boat and parts of the onboard systems. Please notify the examiner if you do not give your permission for photographs to be taken and stored.

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Boat safety Scheme Examination Agreement

THIS AGREEMENT is made between:- Mr. Charles King of Monarch Marine Ltd.

and

1. CLIENT DETAILS

Name

Address

Postcode

Email

Phone Mobile

2. EXAMINATION DETAILS

Date Time

Address/location of boat at the time of the examination

Contact on the day of the examination (if different from above)

Name

Phone

Will the Client or Client's representative be present for the examination? Yes No

If **No** is selected, please give details of where the keys are held and any other access requirements

3. BOAT DETAILS

Boat Name Length (m)

Type of Boat Beam (m)

Index or Registration number Designed number of persons

Colour Year of Manufacture

CE Marked to Recreational Craft Regulations Yes No

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4. USAGE (tick all that apply)

Is the boat used primarily by anyone for domestic or residential purposes? Yes No

Non-residential privately owned/privately managed

Residential

Hire boat

Houseboat

Floating business

5. ONBOARD SYSTEMS

Water Yes No

LPG Yes No Is the LPG system fitted with a proprietary bubble tester? Yes No

Electric Yes No

Heating Yes No

Please list make and model of **all fuel burning** appliances

Are all onboard systems functional Yes No

If **No** selected, give details below

6. ENGINES (including generators)

Engine 1

Type

Type of fuel

Engine 2

Type

Type of fuel

Engine 3

Type

Type of fuel

For electrical or hybrid propulsion systems

Operating Voltage

Manufacturer

Installed by (company name)

7. 230V AC SYSTEMS

This section to be completed only if the Client or Client's representative will not be present for the examination.

If the Client or Client's representative will not be present for the examination. does the examiner have permission to disconnect all 230V AC power sources and systems? Yes No

If the examiner is to be given permission to disconnect the 230V systems, the Client must identify:

All sources of 230V on the vessel with clear instructions on disconnecting them e.g. shore supply(s), inverter(s) and/or generator(s).

Which of these power sources will be live when the Examiner steps on board.

Which loads on the 230V systems will be turned 'on' when the Examiner steps on board e.g. battery charging, 230V bilge pumps, freezers.

All risks to electrical safety e.g. Consumer unit, breaker panels and change over switches.

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The process for re-energising both the AC and the DC systems, or should they remain un-energised.

Any 230V systems, equipment or appliances that require special attention when switching off or on again e.g. Bilge pumps, alarm systems, fridges/freezers

8. By signing this agreement, the Client confirms that they are aware that the examiner:

- is not liable for damages caused when following the client’s directions to disconnect and re-energise the 230V systems.
- may not be able to complete the examination if they believe the boat to not be 230V safe.
- is not liable for any loss or damage, any incident or accident that may arise from undertaking the 230V disconnection, and that the Client retains overall responsibility for the process.
- is not liable should the systems fail to re-energise correctly and therefore advises that the Client checks the boat as soon as they can after the examination.
- in particular that the Client retains responsibility for re-energising the electrical systems as set out in the Limitation of the BSS Examination (as described on the reverse of every BSS Certification).

9. By signing this agreement, the Client confirms that there are no known issues with the electrical wiring, equipment, or appliances.

10. By signing this agreement, the Client confirms that the boat is in a condition which does not place the examiner at risk while doing the examination.

- The Client must note that if a risk, or suspected risk, is encountered during the examination, then the examination must cease.

11. The examiner hereby agrees to undertake a Boat Safety Scheme examination as instructed by the Client above for the agreed fee of £..... plus travel expenses of £..... which the Client agrees to pay upon receipt of the examiners invoice.

12. The Client hereby expressly confirms by signing this Agreement that they have read and understood the agreement contained above and believes the information they have given to be correct.

SIGNED BY:

Client

Examiner

Date

Date

