

ROBALO

OWNERS BIMINI BASH '24

Click2Clear Guide

Head over to Google.com

Search for "Click2Clear SEW"

Click on the link ||Click2Clear SEW|| or simply go here: <https://www.besw.gov.bs/TFBSEW/cusLogin/signin.cl>

Click "Request Cruising Permit" (Note that there is no need to create an account) This will take a few seconds to load and will bring you to the "Dashboard."

Once you are on the "Dashboard" you will see several options to the left side. We are going to want to click "Pleasure Craft."

A dropdown will appear, then select "Create Inbound."

You then need to fill out all the required fields such as "Vessel Name", "Registration Number", "Country of Registration" and all other fields that are required. Basically, anything with a red asterisk. The "Intended Date of Departure" is when you're leaving the Bahamas (not the USA), Customs Port of Arrival will be "BIMINI SANDS MARINA, BIMINI" The "Previous Port" will be "USPPM-Pompano Beach" if crossing with the group.

If you intend on visiting another port, then enter that info in the "Next Port" Section if not then use "USPPM-Pompano Beach."

Your "Port of Arrival" is "BSBIM-BIMINI", Previous County is "UNITED STATES OF AMERICA" Next Count is also "UNITED STATES OF AMERICA"

Once you have filled out the required information and clicked "Save" you will be given a Rotation Number, this number is important so keep track of it elsewhere. The Rotation Number will look like "PCR-1234567890"

Now move to the next section (Maritime Declaration) by clicking it at the top of the page, continuing to fill out the required details, click save when done, and finally ending at the "Summary Tab".

When you are on the Vessel Details tab, you need to add engine details, you likely will see a blue box indicating this is required. To do so click the Blue + icon in the lower right corner to add a new record, fill out the box the pops up, followed by save.

When you get to the "Crew/Passenger Details", the Master is the captain, to add other passengers click the Blue + button at the top right, to which will allow you to add additional people. *Note it's easy to get confused with this section as the top field is simply a search, use the bottom field.

In the Section "Stores on Board" here you will declare items such as firearms, I highly suggest you leave them stateside. If you are not claiming any "Stores" simply add a record (Blue + top right) with the "name of Article" as NONE. Click Save.

"Documents Section" Lastly you will also want to upload your current vessel registration card here. I use a scanner app to photograph it and then upload, but an image is also ok.

"Summary Tab" Review all the information you entered and if it appears correct, click "Validate."

**Very important, you need to print (I suggest multiple copies) of the validated form off, to do this, on your dashboard you should see your Rotation Number, so the far right of that row there are 3 little dots in a vertical line, click them from here you can edit the form if needed and print them as you need paper copies once in the Bahamas. BRING THIS FORM WITH YOU.

Next should now see various fees populated in the "Boarding Fees" section that are determined based on the data you entered previously. You can now Submit your Inbound Request.

Once submitted you should see a pop-up with the Rotation Number again, click "OK"

The status of your application should now say "Pending Payment".

To Pay, click "Payment" at the top left, then "Pleasure Craft Payment". Enter your PCR (Rotation) Number where it says, "Business Transaction Number and click "Submit".

You should see your data populate, now click at the top, the field that says "Payment". The Payment Mode will be OLP-Online and click "Online Payment" at the bottom to continue then confirm the information in the pop-up box, click "Confirm" to be redirected to the payment processor. Note this is a different site (Smart Pay). Click "Pay", enter your payment information, then click "Submit Payment" AMEX IS NOT SUPPORTED!!!

You want to print a copy of your receipt and bring it with you.

Now you can close out of all the windows, re-open the Click2Clear site, and search your Rotation Number and the status should now show "Pending for Approval By Customs". That is all that is required for Click2Clear! Let's go have some fun!

Note Should you need to go back and view/print your documents and are having issues with getting in due to an error that says "Rotation not Found" I suggest you use Chrome (Not Edge), Also make sure you are typing in the Rotation Number as PCR- (uppercase followed by the numbers).