

# **GUIDELINES**

## **ON THE ISSUANCE OF THE VIGNETTE UNDER THE ORDINANCE ON THE REQUIREMENTS FOR THE ARRIVAL AND STAY OF FOREIGN YACHTS AND BOATS DESIGNED FOR SPORT AND PLEASURE IN THE INTERNAL WATERS AND THE TERRITORIAL SEA OF THE REPUBLIC OF CROATIA**

*-in accordance with regulation amendments-  
March 2005*

Dear Yachtsmen,

Welcome to the Internal Waters and Territorial Sea of the Republic of Croatia!

With these Guidelines we wish to familiarize you with our new regulation and its implementation making your stay safer and more pleasant.

Having in mind your further needs, the Republic of Croatia developed the Amendments to the Ordinance on the requirements for the arrival and stay of foreign yachts and boats designed for sport and pleasure in the internal waters and the territorial sea of the Republic of Croatia included in this Guidelines.

### **PROCEDURE:**

The master or skipper of the foreign yacht or boat (hereinafter referred as "craft") entering the Republic of Croatia by sea is obliged to use the shortest way to enter the closest port open to international traffic for the purpose of passing the immigration office control and obtain a vignette from the Harbourmaster's Office or its Branch Office.

The master or skipper of the foreign craft that has been transported into the Republic of Croatia by land or which has been placed in custody of a port or is located at any other approved place in Croatia for safekeeping is obliged to obtain a vignette from the Harbourmaster's Office or its Branch Office prior to departure from port.

**Harbourmaster's Office/Branch Office shall issue the vignette on the bases of following documentation the master/skipper is due to provide:**

**1. Crew List** which includes crew and passengers, to be endorsed by Harbourmaster's Office or its Branch Office;

If the master/skipper of the craft does not intend to exchange crew or passengers during the stay of the craft in Croatia and during the validity of the vignette, **he does not have further reporting obligations to Harbourmaster's Office or its Branch Office.** Master or skipper of the craft may disembark the crew or passengers in

Croatia providing that relevant report has been submitted to Harbourmaster's Office/Branch Office and providing that the craft has left Croatian sea waters with crew and passengers reported as above.

## **2. List of Persons**

Yachtsmen may replace crew and passengers during the stay of the craft in Croatia providing the "**List of Persons**" has been filled in and submitted to Harbourmaster's Office or Branch Office upon the entry to nearest port. The number of persons shown on the List of Persons must not exceed doubled total number of persons the craft is designed to carry increased by 30% of the number of persons the craft is designed to carry (i.e. 230% of total number).

The number of persons the craft is allowed to carry is defined in accordance with the appropriate certificate of the craft issued by the competent flag state administration; in case of absence of such certificate the number of persons the craft is allowed to carry shall be determined in accordance with the provisions of the Regulation on Boats and Yachts (Official Gazette no.27/2005) and Technical Rules for Statutory Certification of Boats and Yachts.

List of Persons may be filled consecutively provided the person is listed prior to its embarkment. List of Persons is verified by the vignette counterfoil.

**Number of exchanges of persons listed is not limited.**

Persons staying on board the craft while in port or on anchorage need not be reported.

**3. Evidence of Seaworthiness** in accordance with national rules and regulations of the flag state. In absence of such evidence, Harbourmaster's Office or Branch Office shall perform regular technical survey of the craft in accordance with the Regulation on Boats and Yachts;

**4. evidence that the master or skipper of the craft holds the required certificate of competency**, in accordance with the regulations of the flag state, other national regulation or in accordance with the relevant regulation of the Republic of Croatia. Persons who under their national regulations do not need to hold certificate of competency to operate the craft shall obtain appropriate certificate of competency in accordance with the relevant regulations of the Republic of Croatia not later than 01 January 2006;

**5. evidence that the craft has been insured** against damage caused to third persons for crafts with propulsion gear power of more than 15 kW;

**6. proof of ownership** or evidence as to the person who is assigned to use the craft.

**With obtaining a vignette you are settling all financial obligations including following fees:**

- a) Safety of Navigation Fee (under Decree on the Safety of Navigation Fee for Foreign Yachts and Boats)
- b) Light Dues -use of navigational safety objects- (Under tariff of Plovput Ltd-Split)
- c) Information Chart (under tariff of Croatian Hydrographical Institute)
- d) Government Administration Fee (under Administration Fee Act)

Fee amounts are prescribed by the Decree herewith attached. As you can see, by the Decree fee amounts are retained in the same range as last year and the discount system for our traditional guests has also been kept.

**Vignette is applied on the visible part of the hull or superstructure of the craft while vignette counterfoil is affixed on the List of Persons.**

**Crafts that have obtained the Registration of arrival and stay of foreign yacht ("permit") during year 2004 may sail Territorial Sea and Internal Waters for the duration of its validity.**

**SUMMARY:**

**Documents to be carried on board during navigation are as follows:**

- vignette
- endorsed Crew List ( naming persons actually embarked on the craft)
- endorsed List of Persons ( if the persons are to be exchanged during your stay in Croatia and naming all persons staying on board for the duration of the vignette)
- Evidence of Seaworthiness
- evidence that the master or skipper of the craft holds the required certificate of competency
- evidence that the craft has been insured against damage
- proof of ownership or evidence as to the person who is assigned to use the craft

This Guideline derogates previous Guidelines.

All here described measures have been prescribed with the aim of enabling you safer stay in our seawaters.

For additional information please refer to the following address:

**[strane-jahte@pomorstvo.hr](mailto:strane-jahte@pomorstvo.hr)**

We bid you calm sea and safe sailing and pleasant stay in the Republic of Croatia!

**MINISTER**

**Božidar Kalmeta**

## **ADDITIONAL INSTRUCTIONS**

For the purpose of implementation of the Ordinance on the requirements for the arrival and stay of Foreign Yachts an boats designed for sport and pleasure in the internal sea waters and the territorial sea of the Republic of Croatia, the following additional instructions are issued:

- 1) Boats which are not provided for over-night stay on board do not need to have a crew list.
- 2) Children younger than 12 years of age should not be enlisted in the list of persons from Item 2 of the Instruction and are therefore not included in the maximum number of persons (2,3 of the vessel capacity), who can be exchanged among Croatian ports.
- 3) The list of persons on vessels coming by seaway should not be submitted in the occasion of vignette issue, but can also be given later on, when it comes to crew change in Croatia.