



Maritime &
Coastguard
Agency

Application for a UK Long Range Certificate

Please complete this application form digitally, email your application and any scanned documents (including hand-signed declaration page) to gmdss@mcga.gov.uk – please note you may be selected for random screening, which will require you to post original documents to us (as per [MIN 655](#)). There is no need to send us any physical documentation unless you have been specifically asked to do so.

Please ensure that your application is 100% complete and paid for before submission. Failure to do so may result in your application being delayed or even rejected. We aim to assess your application within **14 days** of receipt. Missing information will be requested from you and your response will be assessed in due course.

1. What are you applying for?

- Long Range Certificate, incorporating a Ship Earth Station (including Satellite Endorsement)
- Long Range Certificate, not incorporating a Ship Earth Station
- Satellite Endorsement to an existing Long Range Certificate

2. Personal Details

For details on how we use your information and your data rights, please see our [privacy policy](#) online

Title (Mr, Mrs, Miss, Capt. etc)	
Surname/Family Name	
First Name(s) in full	
Date of Birth (DD/MM/YYYY)	
Sex (male/female)	
Place of Birth	
Country of Birth	
Nationality	

3. Return Delivery Address

Address Line 1	
Address Line 2 (optional)	
Town/City	
County/State/Province	
Postcode/ZIP/PIN	
Country	

4. Home Address and Contact Details (REQUIRED)

Address Line 1	
Address Line 2 (optional)	
Town/City	
County/State/Province	
Postcode/ZIP/PIN	
Country	
Email Address	
Telephone Number	

5. Supporting Evidence

Failure to supply all the required documents may result in your application being delayed or even rejected. Please tick all relevant boxes to indicate which documents you have submitted.

Long Range Certificate Applicants

- Copy of your Passport's ID page
- Passport-style photo
- Course completion certificate from an approved training provider

6. Courier Fee

There is currently no charge for a UK Long Range Certificate. However, courier fees will apply. If you wish to pay by **bank transfer**, please email seafarer.finance@mcga.gov.uk for our bank details. Alternatively, please pay via the relevant link below and tick the appropriate box.

BACS Transfer.

UK return delivery address:

£10.00

<https://www.gov.uk/payments/seafarer-training-courses/application-for-uk-courier-fees>

EU/EEA return delivery address:

£20.00

<https://www.gov.uk/payments/seafarer-training-courses/application-for-eu-courier-fees>

Rest of World return delivery address:

£30.00

<https://www.gov.uk/payments/seafarer-training-courses/application-for-row-courier-fees>

Payment Reference:			
Name of Payee:	<input type="checkbox"/> Applicant	<input type="checkbox"/> Other (please give name):	
Address of payee (if other):			

If you are sending documents from outside the UK and indicate to your courier company that the documents have a value of over £100 GBP, you will be liable to pay any import charges.

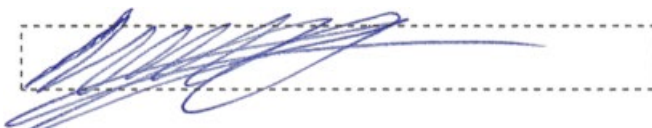
7. Submitting Your Application

Please print this page then sign it, scan it and attach it to your application. The signature in Section 9 will be the signature that appears on your certificate. Please sign in **black ball-point pen** and keep your signature within the box, as per the example below.

Example of an acceptable signature:



Example of an unacceptable signature:



Please email your completed form and photos/scans of your documents to gmdss@mcga.gov.uk

Your files can be attached within a .zip folder, however, we **cannot** accept .rar extensions or links to file-sharing services (for example OneDrive, Google Drive, Dropbox etc.).

8. Declaration

 **The maximum penalty for a false declaration is £5,000**

I declare that the data contained in this application is, to the best of my knowledge, true and complete. I also declare that the documents are genuine, given and signed by the persons whose names appear on them. I consent to any processing of the data contained in this application by the MCA (including any processing necessary to establish the authenticity and validity of the issued certificate). Please refer to our privacy statement in Section 2 of the guidance notes which explains how we use the personal information we collect from you.

Signature:

Today's date:

9. Specimen Signature

Please also provide a specimen signature. This will appear on your Certificate.

Signature:

If your specimen signature went beyond the lines, you can try again below.

Signature:

10. Privacy Statement

Personal information which you supply to us will be used to process your application to meet the applicable standards for the issuance of a GMDSS LRC and/or Standards of Training Certification and Watchkeeping (STCW) requirements.

For more information on how we use your information, and your rights to access information we hold on you, please see our [full privacy policy](#) available on our website:

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency/about/personal-information-charter#seafarer-training-and-certification-privacy-information-notice>