41st Annual (2018) Rota Race - Fact Sheet

**Before Guam to Rota Start:**

1. Before departure from Guam, you will need to fax or email the following (one per yacht) to Rota:
2. **CNMI Float Plan**
3. **Ready for Sea form -** each vessel must complete upon entry. Sending these to Rota in advance will greatly ease our entry to Rota and help Customs, Quarantine, and BTS to prepare for your arrival.
4. **Customs Departure clearance for Guam**
5. **Vessel registration**

 Send to: Laura Manglona

 Tarriff Technician, CPA Rota

 **Fax No: 670-532-9489**/ 99

or

Email: Laura Manglona <**rotaseaport2016@yahoo.com**>

 \*Include your return fax number or email address on the form for confirmation.

 - *You will also want to bring copies to Rota*

2. **Guam Customs Office** (located in the Commercial Port Building)

* **Thursday, May 24 or Friday, May 25**, Each Skipper (or his representative) must report to the Guam Customs and Quarantine Office and present:
	+ “**Request For Departure Clearance**“ form **(C)**
* “**Passenger List** **– Crew List**” form (**E**)
	+ - On the “Passenger List – Crew List” all of the people should be listed as crew, no passengers.
		- If one of your crew returns from Rota by air, the same list should still be used for returning to Guam – but note those crew member(s) on the passenger list as “N.O.B.”, not on board.
		- If you add crew in Rota for the return sail to Guam, Just add their names and information before returning
* The Skipper (or his representative) should wait for Customs to prepare

the “Departure Clearance” form. This must be on the boat before leaving Guam. The Customs office closes at noon for lunch and at 4:00 PM for the day. You should arrive at their office at least 30 minutes before they close.

- Make 5 copies of the crew list (E)

3. **U.S. Customs and Boarder Protection (Immigration) (Guam)**

Before May 24 (before leaving Guam), skippers should fax a copy of the MYC provided **Fax Transmittal form** to the Seaport Office at the US Immigration office with a list of all crew that will be returning to Guam on the yacht. This will speed the immigration clearance at the MYC club site upon our return. If your crew changes unexpectedly and is different from the faxed list, it will be OK. Just be sure the Crew List you give to Immigration in Guam upon our return is accurate.

* U.S. Citizens do not need to do anything (other than the abovementioned skipper’s fax) for U.S. Immigration departure.
* Non U.S. Citizens: The latest rules provided by Customs and Border Protection on May 4, 2016 follow: The only time that they (Non-U.S. Citizens) can come in as a visa waiver applicant is if the vessel they are entering with is authorized to bring passengers to the United States without a valid U.S. Nonimmigrant visa in their passport.  That authorization is granted by the U.S. Department of Transportation.  If they are applying for entry and they do not have a U.S. nonimmigrant visa in their passport then a visa waiver (I-193) may be requested but that has to be forwarded to the Airport for approval.  The waiver (I-193) is a one-time only waiver with a fee of $585 payable to the Treasurer of Guam.  Call the Guam Seaport office at 472-7138 with questions.

**Upon Arrival at Rota:**

(If you have submitted the indicated forms to the Port of Rota in advance, you should not need to submit again upon arrival. *Have extra copies of all documents just in case)*

1. **Rota Customs**
* Submit the following documents:
	+ Float Plan: (copy)
	+ Departure Clearance Form (original from Guam Customs)
	+ CNMI Customs Form: One (1) per family
1. **Rota Quarantine**
* Submit the following documents:
	+ Float Plan: (copy)
	+ Departure Clearance (copy)
1. **Rota Brown Tree Snake Officer (BTS)**
* Submit the following documents:
	+ Float Plan: (copy)
	+ Departure Clearance (copy)
1. **Commonwealth Ports Authority Seaport:**
* Submit the following documents:
	+ Float Plan: (copy)
	+ CPA Ready for Sea Form
	+ Departure Clearance (copy)

**Before Departure from Rota:**

1. **Departure Clearance Form**

- Before the departure from Rota, pick up a Rota Departure Clearance Form from the race committee or the Rota CPA official: **Tariff Technician-Port of Rota, Laura Manglona, Cell 670-888-9910**

**Upon Return to Guam:**

1. **Guam Harbor Master:**
* Upon returning to Guam, all yachts participated in this year’s Rota race should contact the harbormaster on channel 13 VHF.
1. **Mooring at MYC:**
* For Shuttle service from an MYC mooring to the MYC clubhouse (if you have no dingy) please call MYC on VHF 79 or call at 477-3533
* Guest moorings may be available for yachts who wish to stay overnight or up to one week at MYC. – Check with Bob Jordon or Bob Bullock for availability at least one week before departing from Guam
1. **Guam Customs:**
* Guam Customs has been informed of our race and will be clearing yachts from their Customs boat. Yachts clearing inside Sasa Bay (or maybe Apra Harbor too) will receive FREE clearing service between 12:00 PM and 8:00 PM on May 28. After 8:00 PM, you will have to call the Customs telephone and arrange special clearing and you will have to pay for this service.
* You may contact Guam Customs on **VHF Channel 79 or 475-6208 / 15.** If after hours call **642-8071/2 for Airport Office.**
* Customs MAY be waiving all charges this year if:
	+ Yachts clear customs in Sasa Bay or possibly Apra Harbor (call on VHF Channel 79)
	+ Yachts can meet the Guam Customs boat between 12:00 and 20:00 on May 28.

- If you do not follow the above guidelines, you may have to pay customs and overtime fees.

* Submit to the Customs officer:
	+ A completed “Passenger List – Crew List” with “N.O.B.” shown for any crew which left Guam on the yacht but flew back.
	+ All passports for skipper and crew
	+ The Departure Clearance (obtained on Rota)
	+ Customs form – one for each family

12. **U.S. Customs and Border Protection (Immigration) (Guam):**

* Immigration does not need to be cleared if you cleared in Rota and are US citizens.
* Just call Immigration on return to Guam at **472-7138 or 727-4791** to tell them you are back.
* You may not necessarily need these but it is good to have:
	+ a copy of the “Passenger List – Crew List”
	+ U.S. Citizens – Show U.S. Passport
	+ Non-U.S. Citizens –

Any Yacht that is unable to complete the trip to Rota and returns to Guam must notify the MYC contact person Bob Jordan Tel: 788-7695. Any yacht that returns to Guam without touching Rota does not need to do anything for Customs or Immigration.

Questions: Rota Race Chair Bob Bullock at 888-1400 or E-mail: bullozk@yahoo.com

 MYC Race and Regatta Chair Stacy Gilmore at 797-9599 or stagilmore4@gmail.com