



### **The Bahamas Maritime Authority Stamping Service**

To have your Bahamas discharge stamped and signed you have to send the original document to this Authority. The administrative cost for this process is EUR €25.00 per certificate. To ensure safe return delivery of the discharge certificates a courier service is used, which is EUR €16.00.

The stamping and signing service can take up to **14 business days from the date at which the certificates are received in our London office and payment**. If you require a faster service, which is waiting for the certificates to be stamped, you will need to make an appointment, at our office in London, there is an additional fee of EUR €125.00.

### **For example: 2 Discharge certificates to be stamped and signed.**

25EUR – Discharge certificate fee

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16EUR - Courier fee

66EUR Total to pay

### **Paying for the stamping and signing of discharge certificates**

Please find our banking details below, and the exact amount should be sent, making sure any bank charges are not deducted from the payment being sent. If bank charges have been deducted, this will delay the service.

**Payment is non-refundable with discharge certificates not received within a period of 1 month. DO NOT SEND CASH.**

Account No# 78651211 €

Bank: Barclays Bank Plc

Address: Hanover Square

Sort Code: 20-36-47

Swift Code: BARC GB 22

IBAN: GB76 BARC 2036 4778 6512 11

### **Documents to be posted and delivery address**

Only send your discharge certificates that require stamping and **no other documents to the below address. DO NOT SEND OWNERS PROTECTION AND INDEMNITY. DO NOT SEND ADDRESS DETAILS.**

Bahamas Maritime Authority  
ATTN: STCW Department  
120 Old Broad Street  
London EC2N 1AR  
United Kingdom

### **Documents to be emailed to [stcw@bahamasmaritime.com](mailto:stcw@bahamasmaritime.com)**

**(PLEASE USE ONLY PDF FILES WHICH SHOULD BE SAVED AS AN ATTACHEMENT)**

1. A pdf file with copies of the discharge certificates that have been posted.
2. A pdf file copy of the remittance advice (bank payment slip/ proof of payment)
3. A pdf file with a copy of your passport.
4. In the email include the complete return address, the discharge certificates should be delivered to and a contact telephone number. **(PLEASE DO NOT PROVIDE THIS INFORMATION BY HAND, THE INFORMATION MUST BE TYPED AND INCLUDED IN THE EMAIL. THERE MUST BE A PERSON AVAILABLE TO SIGN FOR THE DISCHARGE CERTIFICATES.**

**PLEASE BE ADVISED FAILURE TO FOLLOW THE ABOVE MAY RESULT IN SEVERE DELAYS AS YOUR CERTIFICATES COULD BE RETURNED NOT STAMPED AT YOUR EXPENSE, YOUR CO-OPERATION IS APPRECIATED.**

**STCW DEPARTMENT TEL.02075621300, EMAIL [STCW@BAHAMASMARITIME.COM](mailto:STCW@BAHAMASMARITIME.COM)**