



WELCOME TO MARINA CASA DE CAMPO

A.- INTERNATIONAL ARRIVAL PROCEDURE:

1. Contact "marina de guerra casa de campo" (dominican navy) on vhf ch.16 to report your arrival & wait for authorities to complete the check-in process. DO NOT DISEMBARK without authorities permission. Dominican Republic maritime law does not allow arrivals/departures before 06:00 am or after 06:00 pm. emergency & special circumstances arrivals/departures authorization will be granted by dominican navy in person or via vhf channel 16 only.

2. Government authorities arrival committee include: Navy officer, immigration, custom, sanitation agriculture/animal, narcotic, g4s tax solutions. (one official per agency only). at captains discretion the process of check-in will be completed onboard the ship or at the authorities local marina office. the vessels captain or representatives will join the harbour master with ships documents, crew and guests passports & documents. notify customs of any merchandise to be declared into the country, fire arms or over us\$10,000 cash. before disposal of international garbage (*) make arrangements with sanitation, accompanied by the dominican navy officer & the harbour master. you provide sanitation officials with veterinarian certificates & vaccination documents for all pets onboard.

3. Registration: immediately after complete inspection go register with "capitania de puerto" marina harbour office with the vessels documents: registration, insurance policy, passports, crew list & credit card.

Immigration	For crew members & passengers: 1. US\$10 Per person. 2. will stamp all passports with up to 30 days visit permit. 3. US\$57 Per vessel of any size or tenders which do not arrive onboard the main ship. 4. Crewmembers & passengers from countries which require dominican visa must pay US\$120 custody fee per day. 5. Immigration official must provide a receipt for all paid fees.
Navy	1. US\$20 Will provide temporary navigation 90 days permit for dominican territorial waters before 90 days expire you must request dominican navy a temporary navenation permit or depart to international port & return. 2. Official will inspect the ship at arrival.
Custom	1. Crewmembers & passangers must fill out custom declaration form dga no.001-2008. 2. Official will fill out custom form with captains signature (copy to the ship). 3. Tax will apply if any merchandise is declared into the country for local consumption. 4. Official will inspect the ship at arrival.
Sanitation	1. US\$20 Per agent (agriculture & animal) service & inspection. 2. US\$10 Per each collection, transport & disposal to incinerator of international garbage. official may request to inspect the ship. 3. Sanitation official must provide a receipt for all paid fees.
Tourist Card	1. US\$10 Per crewmembers & passengers. 2. Official must provide a receipt for all paid fees.
Port Authority	1. US\$20 for vessel from 15' feet and up. 2. Official will inspect the ship at arrival.
Drug Enforcement	1. Official will fill out narcotic form (without copy to the ship). 2. Official may request to inspect the ship.

(*) IMPORTANT NOTICE: International garbage will be collected and transported only by a Sanitation Official garbage will be collected and transported to incinerator on Monday, Wednesday and Saturday. Retain all copies & receipts provided by Government Authorities as proof all taxes & fees paid.

B.- INTERNATIONAL DEPARTURE PROCEDURE:

Immigration	1. Will stamp all passports.
Navy	1. International "Despacho" departure certificate. Official will inspect the ship at departure.
Custom	1. Official will fill out custom form with captains signature (copy to the ship).
Drug Enforcement	1. Official will fill out Narcotic Form (without copy to the ship). Official will inspect the ship at departure.
Port Authority	1. US\$20 for vessel from 15' feet and up.

C.- NATIONAL DEPARTURE:

Navy	1. Provide a domestic "Despacho" departure Certificate
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Dominican Navy Office Casa De Campo Marina Detachment Tel: (809) 523-2202

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