

Instructions for submission of application for statutory survey/inspection/audit by the Surveyors of MMD, Mumbai.

1. Application to be submitted in the company letter head. Application must mention the e-mail address, name and mobile no. of the person submitting the application.

2. The subject of the letter must indicate one of the following :
 - i) Request for nomination of Surveyor(s) for participation in Renewal IOPP/SRT/SAFCON Survey being undertaken by R.O. (name of the R.O. to be stated) of Vessel _____.
 - ii) Request for nomination of Surveyor(s) for carrying out Intermediate SEQ Survey at (name of the port to be indicated) on _____ (date to be indicated) of vessel _____.
 - iii) Request for Intermediate audit for SSC at _____ on _____ of vessel _____.
 - iv) Request for Intermediate audit for SMC at _____ on _____ of vessel _____.
 - v) Request for Flag State Inspection at _____ on _____ of our vessel _____.
 - vi) Request for inspection for Petroleum License at _____ on _____ of our vessel _____.

3. Enclose the copy of last inspection report in case of Flag State Inspection and enclose copy of Statutory Certificate in case of audit/survey for which request is made.

Format of the letter for nomination:

To,
The Principal Officer, MMD, Mumbai.
Subject: _____

Sir,
We enclose the following details and associated documents and request you to nominate surveyor for subject inspection/survey/audit. (*)

Date and place of last inspection/survey/audit (*)	Name of Surveyor(s) carrying out last Inspection/Survey/audit. (*)

An amount of Rs. _____ dated _____ deposited vides D.D No. _____ dated _____ (OR) deduct from our account _____ towards fees for above stated inspection/survey/audit. (*)

Yours faithfully,

(Name, Mobile &
Email Id)

(*) delete whichever is not applicable)