

License Renewal Checklist

Use this check list to assure that all your ducks are in a row! All CG forms are available on the website under "Resources". It will link you to the NMC website - scroll down for the appropriate form. Once assembled, you will need to scan all the documents as .pdf files. These will be emailed to your nearest REC (locations available on web- site under Resources). The subject line should have your name and Reference # from your original license. Save hard copies of everything for future reference! If you are near an REC office, you may submit your file as hard copy in person by appointment.

- USMA Certificate of Training (We will send you a .pdf that is ready to go)
- Application for Merchant Mariner Credential (CG-719B).
- Small Vessel Sea Service Form(s) (CG-719S) Only if you are increasing tonnage (Raise of Grade) You must submit time explained on Info Pac (website)
- Application for Medical Certificate (CG-719K). Physical is good for 12 months.
- Periodic Drug Testing Form (CG-719P) 5 panel DOT test by a SAMSHA approved lab. Test is good for 6 months.
- TWIC card unless you are waiving its renewal (see CG-719B Section III)
- User Fees \$95 (evaluation and issuance) Use Pay.gov "Pay a Merchant Mariner User Fee" Save confirmation and submit with files.