

Shipping Agency Information

Dear Visitor,

By law, **all vessels not flying the Mexican flag must report to the Port Authorities** when entering and leaving Mexico. Upon request, **our shipping agency will assist you during your stay in Mexico**, providing the required official forms mandated by **port and customs authorities** for entry into and departure from the country.

Our shipping agency can also assist with additional services for the vessel and crew members, such as **hotel reservations, car rentals, and other logistical arrangements**. Please note that these services are subject to **additional charges**.

The **entry and clearance procedures** must be completed at the offices of **International Sanitation, Immigration, Customs, Agricultural Sanitation, and the Harbor Master's Office**. This process also includes **sport fishing permits for guests**, as well as **bank and government payments** related to permits and the **temporary importation permit for vessels (valid for up to ten years)**.

All vessels are required to obtain these authorizations in order to **avoid fines or confiscation by Mexican authorities and national customs offices**.

These requirements apply to **all non-Mexican vessels**. The procedure must begin **upon arrival at the first Mexican port of entry** (not from your home country) and requires **specific documentation**. We strongly recommend requesting the **necessary requirements and forms to have on board prior to departing your country**.

The Shipping Agency charges fees to **handle and process the paperwork** related to the vessel and sport fishing activities. Some of these procedures require **travel to official government offices in Cancún**.

Please do not hesitate to contact us if you have any questions. We will be happy to assist you.

Sincerely,

Kin Ines Lima Fernandez
Shipping Agent

PROCEDURE

The Port Authorities must authorize the vessel and its crew members to enter Mexico. Upon arrival, the Port Authorities will conduct an inspection and will require the following eight (8) documents for review.

List of Documents Required by Law to enter Mexico.

1. **Vessel Certificate of Documentation** — original or notarized copy.
2. **Vessel General Information Form** — Page 4.
3. **Mandate Contract / Power of Attorney (Letter of Authorization)** — authorizing legal assistance; **two (2) notarized copies issued in the USA** — Page 5.
4. **Arrival Crew List** — **two (2) notarized copies issued in the USA** — Page 6.
5. **Vessel Entrance or Clearance Statement, or departure document from another country** — **two (2) notarized copies issued in the USA** — Page 7.
6. **Valid passports of all crew members** — originals required.
7. **Temporary Import Permit for the vessel**, issued by **Mexican Customs**. If not available, it may be requested upon arrival at the **Cancún Banjercito office**.
8. **Copy of the vessel's insurance policy**. If the vessel is not insured, the **Shipping Agency will be unable to process entry into the country**.
9. **Public declaration stating no weapons are onboard**.
10. **Cancellation of authorization granted to the Shipping Agency**.

List of Documents Required by Law request a Temporary importation Permit for 10 years.

All documents must be presented in original (ink) and with two (2) copies of each document in both cases.

a) In cases where the vessel is owned and registered in the name of an individual.

1. Title or Vessel Certificate of Documentation.
2. Passport of the importer (owner, captain, or authorized crew member).
3. Valid immigration form of importer (FMT, FMM, FM3, or FM2).
4. Arrival crew list bearing the official seals of the port authorities.
5. Letter issued by the importer, addressed to Banjercito, stating the intent to temporarily import the vessel and confirming authorization from the vessel owner. The letter must include the make and serial number of the engine(s) with photos of engines serial number plates.
6. Photographs of the vessel's engine serial number plates and the hull VIN (Vehicle Identification Number). One (1) photograph is required.
7. Fee: USD \$65.00, payable by credit card or debit card only (no cash).
8. Vessel inventory form, which will be provided and must be completed when the temporary import permit is issued at the Cancún Banjercito office.

b) In cases where the vessel is owned and registered by a corporation.

1. Title or Vessel Certificate of Documentation.
2. Passport of the importer (owner, captain, or authorized crew member).
3. Articles of Incorporation of the corporation, showing the taxpayer identification number (EIN) of the entity that owns the vessel. One (1) notarized copy.

4. Notarized Power of Attorney, signed by two witnesses and granted by the vessel owner or the legal representative of the corporation, authorizing the request for the temporary importation of the vessel, and specifically stating the vessel's name and official registration number.
5. Copies of the passports of the vessel owner, the importer, and the witnesses to the Power of Attorney.
6. Valid immigration form of Importer (FMT, FMM, FM3, or FM2).
7. Arrival crew list with official port seals.
8. Letter issued by the importer, addressed to Banjercito, stating the intent to temporarily import the vessel and confirming authorization from the vessel owner/legal representative of company. The letter must include the make and serial number of the engine(s).
9. Photographs of the vessel's engine serial number plates and the hull VIN (Vehicle Identification Number). One (1) photograph is required.
10. Fee: approximately USD \$65.00, payable by credit or debit card only (no cash).
11. Vessel inventory form, which will be provided and must be completed when the temporary import permit is issued at the Cancún Banjercito office.

1. To Cancel the Temporary Importation of the Vessel

1. **Original Temporary Import Permit (TIP) and sticker.**
2. **Vessel inventory list.**
3. **Certificate of Departure and Crew Departure List (known as "Zarpe").**
4. **Original passport and one copy of the passport of the person who imported the vessel.**

2. Sport Fishing Permits for Anglers

The fee is **approximately USD \$80.00 per person**, valid for **one (1) year**.

Fees are subject to change without prior notice.

Requirements:

- **Provide the full names of all anglers** to the marina office.
 - b) **Marina staff will process the payment of the fishing tax** at a local bank.
- Sport fishing permits allow fishing **along the entire coast of the Mexican Republic** and are **valid for one year**.

3. Forbidden Products to Import into Mexico

Please do **not** bring the following items aboard your vessel, as they are **prohibited from being imported into Mexico**:

- **Fresh or frozen chicken and meat**
- **Fresh vegetables**
- **Eggs without the official sealed packaging approved by the U.S. Department of Agriculture (USDA)**
- **Any products containing wheat**

These restrictions are enforced by the **Mexican Ministry of Health and Sanitation authorities**.

4. Pets

If the vessel brings a pet on board, a **valid vaccination record (vaccination carnet)** will be required.

GENERAL INFORMATION OF THE VESSEL

DATOS Y CARACTERISTICAS DE LA EMBARCACION
QUE ARRIVA AL PUERTO DE ISLA MUJERES

NOMBRE DE LA EMBARCACION: NAME OF THE VESSEL:	
CLASE DE EMBARCACION / TYPE OF VESSEL	
PROPIETARIO / OWNER	
DOMICILIO DEL PROPIETARIO / OWNER ADDRESS	
CITY, STATE, COUNTRY:	
NOMBRE DEL CAPITAN/NAME:	
LUGAR Y FECHA DE NAC./PLACE & DATE OF BIRTH:	
PHONE NUMBER	
EMAIL	
REPRESENTANTE LEGAL / LAWFUL REPRESENTATIVE	
NACIONALIDAD DE LA EMBARCACION / NATIONALITY OF THE VESSEL	
PUERTO, NUMERO DE REGISTRO / HOME PORT AND REGISTRATION NUMBER	
VIGENCIA DE REGISTRO/ VALIDITY DATE OF REGISTRATION	
LUGAR Y AÑO DE CONSTRUCCION / PLACE AND YEAR OF CONSTRUCTION	
TONELAJE BRUTO / GROSS TONNAGE	TONELAJE NETO / NET TONNAGE
MATERIAL DEL CASCO / HULL MATERIAL	
ESLORA / LENGTH: _____ FEET	MANGA / WIDTH: _____ FEET
CALADO DE POPA / STERN DRAUGHT:	CALADO DE PROA / BOW DRAUGHT
FECHA Y HORARIO DE ARRIVO / DATE AND TIME OF ARRIVAL TO PORT	
PUERTO DE PROCEDENCIA / LAST PORT TO COME FROM	
ITINERARIO Y PROXIMO PUERTO DE DESTINO / ITINERARY AND NEXT DESTINATION	
PASAJEROS EN TRANSITO / PASSENGERS IN TRANSIT	
PASAJEROS EMBARCADOS / ON BOARD _____	DESEMBARCADOS / DISEMBARKED _____
TRIPULANTES EN TRANSITO / PASSENGERS IN TRANSIT	
PASAJEROS EMBARCADOS / ON BOARD _____	DESEMBARCADOS / DISEMBARKED _____

DECLARO QUE LA EMBARCACION PERMANECERA EN EL PUERTO DE ISLA MUJERES, Q.ROO (I declare that the vessel will remain in Isla Mujeres aprox.) _____DIAS (days), LOCALIZADO EN EL MUELLE DE LA MARINA ESTACION DE SERVICIO 3098, **CLUB DE ISLA MUJERES, S.A.**, ENRIQUE LIMA ZUNO, LA EMBARCACION SERA DESTINADA PARA EL SERVICIO PRIVADO (and the vessel will be for private use), Y SE MANTENDRA EN LA MARINA Y ESTACION DE SERVICIO 3098 (And will remain in Marina and Service Station 3098).

COMO PATRON DE LA EMBARCACION DECLARO QUE LOS DATOS Y CARACTERISTICAS INFORMADOS SON LOS CORRECTOS Y LA EMBARCACION SE ENCUENTRA EN BUENAS CONDICIONES PARA NAVEGAR (I declare that the information provided in this document is truthful and the vessel is in good condition to navigate).

NOMBRE Y FIRMA DEL PATRON DE LA EMBARCACION
Name and Signature of the Captain of the Vessel

CONTRATO MANDATO – MANDATE CONTRACT

A TODAS LAS AUTORIDADES CIVILES MILITARES, FEDERALES, NAVALES Y ESTATALES:
TO ALL MEXICAN PORT AUTHORITIES IN MEXICO:

PRESENTE:

POR MEDIO DE LA PRESENTE HAGO CONSTAR QUE HE CONTRATADO AL AGENTE NAVIERO CONSIGNATARIO DE BUQUES, ENRIQUE LIMA ZUNO, EN ISLA MUJERES, Q. ROO, MEXICO A LA AGENCIA CONSIGNATARIA DE BUQUES EN TRAFICO DE ALTURA PARA EMBARCACIONES NACIONALES Y EXTRANJERAS, REPRESENTADA POR LA SRA. **KIN INES LIMA FERNANDEZ**; AGENTE CONSIGNATARIO Y SUS EMPLEADOS LOS SEÑORES: EDUARDO POOL CHAN, DORITA VAZQUEZ MOOH Y JORGE JAVIER CAAMAL CUPUL, ACREDITADO ANTE LA SECRETARIA DE COMUNICACIONES Y TRANSPORTES DE LA REPUBLICA MEXICANA Y LO HE AUTORIZADO PARA QUE ME PROPORCIONE LOS FORMATOS OFICIALES NECESARIOS QUE REQUIERA MI EMBARCACION, EN RELACION A LOS PERMISOS DE ARRIBO, PERMISOS DE IMPORTACION TEMPORAL, ZARPE, PERMISOS DE PESCA DEPORTIVA Y TAMBIEN PARA AUXILIARME A CONSEGUIR LOS SERVICIOS QUE SE REQUIERAN PARA LA EMBARCACION.

I HAVE AUTHORIZED A SHIPPING AGENCY IN ISLA MUJERES, Q. ROO, MEXICO, REPRESENTED BY MRS **KIN INES LIMA FERNANDEZ**, AUTHORIZED BY THE MINISTRY OF COMMUNICATION AND TRANSPORTATION AND THE AGENCY EMPLOYEES, EDUARDO POOL CHAN, DORITA VAZQUEZ MOOH Y JORGE JAVIER CAAMAL CUPUL, TO ASSIST ME WITH ALL THE OFFICIAL FORMS TO ENTER AND DEPART FROM MEXICO AND REQUEST FISHING PERMITS, CUSTOMS TEMPORARY IMPORTATION PERMIT, ALSO TO ASSIST ME IN ALL SERVICES THAT THE VESSEL.

NOMBRE DE LA EMBARCACION Name of Vessel: _____

NACIONALIDAD. Nationality: _____

TONELAJE BRUTO Gross Tonage: _____ **TONELAJE NETO NetTonage:** _____

ESTE BUQUE INICIA SU TRAVESIA A ISLA MUJERES, MEXICO DESDE EL PUERTO DENOMINADO
Name of Home Port where trip started with destination to Isla Mujeres, Q.Roo, Mexico:

Sirven de fundamento del presente acuerdo de voluntades los Artículos 36 fracciones I, XIV y XVI, de la Ley Organica de la Administración Publica Federal; 1,4, 7 fracción I, 22 fracciones II, 23 Y 24, de la Ley de Navegación y Comercio Marítimos; 111, 112 y 113 del Reglamento de la Ley de Navegacion y Comercio Marítimos; Artículo 2° fracción XXII, 10 y 28 fracciones I y IV del Reglamento Interior de la Secretaria de Comunicaciones y Transporte.-----

----- Las partes reconocen expresamente que en el Convenio Transaccional no existió dolo, engaño, miedo o violencia, por lo que renuncian expresamente a invocarlos como causa motivo de nulidad o rescisión del presente contrato. -----

Enterados y conformes con el contenido y alcance del presente contrato de mandato, las partes lo firman al día:

Fecha / Date : _____

CAPITAN DE EMBARCACION

AGENTE NAVIERO CONSIGNATARIA DE BUQUES

CAPTAIN NAME & SIGNATURE

KIN INES LIMA FERNANDEZ

USA notary required

LISTA DE TRIPULANTES DE ARRIBO (Crew List)

POR EL PRESENTE ME PERMITO INFORMARLE A USTED QUE EL BUQUE A MI CONSIGNACIÓN DENOMINADO:

Nombre de la Embarcación <i>(Name of the boat)</i>				Nacionalidad/ Bandera <i>(Nationality/ flag)</i>			
Número de registro <i>(Registration Number)</i>				Puerto de Matrícula <i>(Port of Registry)</i>			
Tipo de embarcación <i>(Type of Boat)</i>				Toneladas Brutas <i>(Gross tons)</i>		Toneladas netas <i>(Net tons)</i>	
Eslora / largo <i>(length)</i>				Manga/ Ancho <i>(Beam / Width)</i>		Calado/ Puntal <i>(Draft)</i>	
pies <i>(feet)</i>		metros <i>(meters)</i>		pies <i>(feet)</i>	Mts <i>(meters)</i>	pies <i>(feet)</i>	metros <i>(meters)</i>
Material de casco <i>(Hull material)</i>				Color de casco <i>(Color of hull)</i>		Número de motores <i>(Number of engines)</i>	
Procedente de <i>(Arriving from)</i> :							
Con destino al puerto de <i>(With destination to the Port of)</i> :							
Con escalas en <i>(With stopover in)</i> :							
	Apellido <i>(Last name)</i>	Nombre <i>(First name)</i>	Nacionalidad <i>(Nationality)</i>	Cargo a bordo <i>(position on Board)</i>	No. de pasaporte <i>(passport number)</i>	Fecha de Nacimiento <i>Darte of Birth day /mo /yr</i>	
1						/	/
2						/	/
3						/	/
4						/	/
5						/	/
6						/	/
7						/	/
8						/	/
9						/	/
10						/	/
Total de Tripulantes <i>Total numer of Crew</i>						Fecha Date <i>day/mo/yr</i>	
						/	/

Capitan

Nombre & Firma *Name & Signature*



DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

OMB Approval No: 1651-0019
Expiration Date: 05/31/2020
Estimated Burden: 30 Min

VESSEL ENTRANCE OR CLEARANCE STATEMENT
19 CFR Part 4

ENTRANCE CLEARANCE

TRADE CODES (see back) Check One: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6					
1. Manifest No.	2. Port Arrival/Departure	3. Date & Time of Arrival/Departure	4. Vessel Operating Draft (in feet and inches) ft. in.		
5. Nationality, Name & Type of Vessel		6. Vessel Built at/Year		7. Name, Address & Phone No. of Ship's Agent	
8. Name & Country of Owner			9. Name & Country of Operator		
10. Gross Tonnage	11. Net Tonnage	12. Port Arrived From/Departed For	13. IMO #	Official #	Call Sign
14. List All Dock Locations (continue on back if necessary)					
15. Particulars of Voyage (Previous and subsequent Ports of Call, include dates; underline where remaining cargo will be discharged) (Con't on back)					
16. Brief Description of Cargo				17. <input type="checkbox"/> Check if Incomplete Manifest for Export <input type="checkbox"/> Check if Licensed Cargo Loaded <input type="checkbox"/> Check if Complete Manifest filed for Export	
18. No. of Crew	19. No. of Passengers	20. List All Carriers on Board by SCAC Code			
21. Tonnage Mark <input type="checkbox"/> None <input type="checkbox"/> Submerged <input type="checkbox"/> Not Submerged		22. Bunkers: Type, Barrels, Value			
23. Load Line Expires	24. Solas Certificate Expires	25. Passengers Allowed Per Coast Guard Certificate		26. No. of Passengers Embarking/Disembarking	
27. Cert. Of Fin. Resp. No. (Water Pollution) & Exp. Date		28. Cert. Of Fin. Resp. (Passenger Death/Injury)		29. Cert. Of Fin. Resp. (Passenger Transportation Indemnification)	
30. Purpose of Entrance or Clearance <input type="checkbox"/> D (Discharge Foreign Cargo) <input type="checkbox"/> X (Export Cargo Aboard on Arrival) <input type="checkbox"/> L (Lade Cargo for Export) <input type="checkbox"/> F (FROB - Foreign Cargo to Remain on Board) <input type="checkbox"/> N (No Cargo transactions) <input type="checkbox"/> Y (Military Cargo for Discharge/to be Laden)					
31. Print & Sign Name of Master, Authorized Agent or Officer, Date					
FOR CBP USE ONLY					
32. <input type="checkbox"/> CBP User Fee Paid Up*		33. <input type="checkbox"/> APHIS User Fee Paid Up*		34. <input type="checkbox"/> Tonnage Tax Paid Up *	
35. Cash Receipt, CBP 368 or Transaction No.		36. Total Fees Collected		37. Port Entered/Cleared, Time & Date	
38. CBP Officer Remarks					
39. Signature & Title of Officer Receiving Entry/Granting Clearance					

*Check boxes only if fees not collected

MAESTRA MARIA DOLORES COBELA VARGAS

CAPITAN DE PUERTO DE LA
CAPITANIA DE PUERTO DE
ISLA MUJERES, Q. ROO.

PRESENTE:

**PUBLIC DECLARATION
DECLARACION PUBLICA**

I DECLARE THAT THE VESSEL NAMED

YO DECLARO QUE EL BUQUE
DENOMINADO _____

OF NATIONALITY: _____ **WITH** _____ **GROSS TONNAGE AND**
DE NACIONALIDAD _____ **DE** _____ **TONELADAS BRUTAS Y**

NET TONNAGE, WITH _____ **REGISTRATION NUMBER OF THE PORT**
TONELADAS NETAS, CON _____ **NUMERO DE MATRICULA DEL PUERTO**

OF _____ **, IS A PLEASURE VESSEL FOR PRIVATE USE.**
DE _____ **, ES UN BUQUE DE PLACER DE USO**
PARTICULAR.

THIS VESSEL DOES NOT TRANSPORT CARGO OF DANGEROUS MATERIALS, WEAPONS,
ESTE BUQUE NO TRANSPORTA MATERIALES PELIGROSOS, ARMAS,

DRUGS OR CONTROL MEDICINES.
DROGAS O MEDICINAS CONTROLADAS.

I WISH THAT MY DECLARATION ACOMPLISHES WITH THE LAW REQUIREMENTS.
DESEO QUE MI DECLARACION CUMPLA CON LO ESTABLECIDO POR LAS LEYES.

THE CAPTAIN OF THE VESSEL
EL CAPITAN DEL BUQUE

NAME AND SIGNATURE
NOMBRE Y FIRMA

DATE / FECHA

KIN INES LIMA FERNANDEZ
AGENTE CONSIGNATARIO DE BUQUES
EN TRAFICO DE ALTURA
R.F.C. LIFK 710120 QM1
AV. LOPEZ MATEOS, SM 01, M30, LT. 08, CENTRO
ISLA MUJERES, Q. ROO, C.P. 77400 RADIO V.H.F. CANAL 16

DOCUMENTO DE NO ADEUDO

CAPITAN DE PUERTO
DE LA CAPITANIA DE PUERTO
EN ISLA MUJERES, QUINTANA ROO
MAESTRA EN CIENCIAS DE LA ADMINISTRACION
DE EMPRESAS NAUTICAS Y PORTUARIAS
MARIA DOLORES COBELA VARGAS

POR ESTE CONDUCTO ME PERMITO INFORMAR A USTED QUE LA EMBARCACION
DE NACIONALIDAD _____ DENOMINADA _____
DE _____ PIES DE ESLORA Y CON NUMERO DE REGISTRO _____
DE _____ NO TIENE ADEUDO ALGUNO DE
NINGUN TIPO CON LA MARINA Y ESTACION DE SERVICIO 3098.

I INFORM YOU THAT THE VESSEL OF _____ NATIONALITY
NAMED _____ WITH _____ FEET AND REGISTRATION
NUMBER _____ HAS PAID IN FULL ITS MARINA, FUEL AND
DOCKAGE BILLS.

ATENTAMENTE

KIN INES LIMA FERNANDEZ

**CARTA DE REVOCACION DE FIRMA
CANCELLATION OF AUTORIZATION OF SHIPPING AGENCY**

Isla Mujeres Quintana Roo a _____ del 202__

Agencia Consignataria "KIN INES LIMA FERNANDEZ", por medio del presente, su servidor el capitán _____ de la embarcación _____ de nacionalidad _____ con numero de registro _____ revoco el documento firmado por mi persona, en el cual autorice a su Agencia Consignataria para realizar trámites, llámese Documento de Arribo al país o Documento de Zarpe de mi embarcación mencionada, quedando sin ningún efecto y liberando de toda responsabilidad en lo futuro a su Agencia Consignataria.

Shipping Consignee Agency "KIN INES LIMA FERNANDEZ", hereby, the Captain _____ of the vessel _____ of nationality _____ with registration _____ number _____ Revoke and cancel the document signed by me, in which I AUTHORIZED YOUR Shipping Consignee Agency to represent me and carry out procedures, such as "Document for Arrival to the country and Document of Departure of the country" of my before mentioned vessel, releasing your Consignee Agency from all responsibility in the future in regards to mentrioned Vessel.

Datos del Capitán - Captain's information

Teléfono celular: _____ Correo electrónico: _____
(Cell Phone) (Email)

Datos del Propietario de la Embarcacion- Information of the Owner of the Vessel

Nombre / Name: _____

Teléfono celular: _____ Correo electrónico: _____
(Cell Phone) (Email)

Firma del Capitán de la Embarcación
(Signature of the Captain of the Vessel)

Agencia Acepto su revocación de firma
(I accept the cancellation of autorization)

Name:

Name:

MARINA Y ESTACION DE SERVICIO 3098

CLUB DE YATES DE ISLA MUJERES, S.A.

"ENRIQUE LIMA'S DOCK"

DOCKAGE FEES IN PESOS AND U.S. DOLLARS
TARIFA EN PESOS Y DOLARES USA

PARA BUQUES HASTA DE 80 PIES ---- VESSELS UP TO 80 FEET

DESCRIPTION	AUG 01/NOV. 30		DIC. 01 / JUL. 31		VELEROS / SAILBOATS	
	PESOS	U.S.DLLS	PESOS	U.S.DLLS.	ALL YEAR	
DE 1 A 30 DIAS FROM 1 TO 30 DAYS	por pie \$ 29.00	per foot \$ 1.45	por pie \$ 45.00	per foot \$ 2.25	por pie \$ 29.00	per foot \$ 1.45
DE 1 A 90 DIAS / FROM 1 TO 90 DAYS	\$26.00	\$ 1.30	\$ 39.00	\$ 1.95	\$26.00	\$ 1.30
DE 1 A 120 DIAS FROM 1 TO 120 DAYS	\$ 24.00	\$ 1.20	\$ 25.00	\$ 1.25	\$ 20.00	\$ 1.00

INCLUDES:

TARIFA CON UN CONTACTO DE 50 AMP – 240 VOLTS

RATES WITH ONE 50 AMPS 240 VOLTS PLUG

WITH ONE 30 AMPS 120 PLUG FOR SAILBOATS – CON UN CONTACTO DE 30 AMP, 120 VOLTS PARA VELEROS

PARA BUQUES DE ARRIBA DE 80 PIES ---- VESSELS OVER 80 FEET

DESCRIPTION	AUG 01/NOV. 30		DIC. 01 / JUL. 31		VELEROS / SAILBOATS	
	PESOS	U.S.DLLS	PESOS	U.S.DLLS.	ALL YEAR	
DE 1 A 30 DIAS FROM 1 TO 30 DAYS	por pie \$ 43.00	per foot \$ 2.15	por pie \$ 54.00	per foot \$ 2.70	por pie \$ 43.00	per foot \$ 2.15
DE 1 A 90 DIAS FROM 1 TO 90 DAYS	\$ 36.0	\$ 1.80	\$ 51.00	\$ 2.55	\$ 36.00	\$ 1.80
DE 1 A 120 DIAS FROM 1 TO 120 DAYS	\$ 31.00	\$ 1.55	\$ 47.00	\$ 2.35	\$ 31.00	\$ 1.55

INCLUDES:

TARIFA CON UN CONTACTO DE 100 AMP / 240 VOLTS

RATES WITH ONE 100 AMPS / 240 VOLTS PLUG

CONTACTOS ELÉCTRICOS ADICIONALES ---- ADDITIONAL ELECTRICITY PLUGS

	U.S. DLLS.	PESOS
ONE EXTRA PLUG OF 30 AMPS / 1 CONTACTO EXTRA DE 30 AMPS	\$ 0.40	\$ 8.00
	per feet per day / Por Dia por pie	
ONE EXTRA PLUG OF 50 AMPS/ 1 CONTACTO EXTRA DE 50 AMPS	\$ 0.50	\$ 10.00
ONE EXTRA PLUG OF 100 AMPS/1 CONTACTO EXTRA DE 100 AMPS	\$ 0.70	\$ 14.00

NOTE / NOTA:

1.- PAGO POR MES ADELANTADO / PAYMENTS ARE DUE PER MONTH IN ADVANCE.

SEND DEPOSITS VIA ELECTRONIC TRANSFER TO OUR ACCOUNT. (ONLY POSSIBLE SAFE WAY).

2.- ELECTRICIDAD DE CONTACTO EXTRA NO INCLUIDO EN LAS TARIFAS

ADDITIONAL ELECTRICITY PLUG IS NOT INCLUDED IN THE DOCKAGE RATES

3.- TARIFA SUJETA A CAMBIOS / RATES SUBJECT TO CHANGES DUE TO EXCHANGE RATES

4.- TARIFA NO INCLUYE 16 % DE I.V.A. / PRICES DO NOT INCLUDE 16 % TAX.

5.- CHECKS MUST BE TO ENRIQUE LIMA ZUNO AND SENT WITH THE CAPTAIN DO NOT SEND THEM VIA FEDERAL EXPRESS OR DHL BECAUSE GOVERNMENT CUSTOMS RETAINS THEM.

MARINA Y ESTACION DE SERVICIO 3098

CLUB DE YATES DE ISLA MUJERES, S.A.

"ENRIQUE LIMA'S DOCK"

DOCKAGE FEES IN PESOS AND DOLLARSTARIFA EN PESOS Y DOLARES USA**TARIFA DE SERVICIOS DE LA AGENCIA NAVIERA DE LA MARINA – SHIPPING AGENCY FEES**

SHIPPING AGENT FEE / AGENCIA NAVIERA CUOTA

\$300.- U.S. DLLS ARRIVAL & DEPARTURE SAME
 \$200.- U.S. DLLS ARRIVAL
 \$200.- U.S. DLLS DEPARTURE

FISHING LICENSE PER PERSON / PERMISO PESCA DEPORTIVA POR PERSONA P O R AÑO APROX \$75.00
 U.S. dlls. PER YEAR APROX.

NOTE / NOTA:

THESE FEES ARE ADDITIONAL TO REGULAR CHARGES CAUSED TO OBTAIN OFFICIAL PERMITS FROM THE PORT AND FISHING AUTHORITIES. ESTOS CARGOS SON ADICIONALES A LOS DERECHOS OFICIALES QUE COBRAN LAS AUTORIDADES DEL PUERTO Y DE PESCA DEPORTIVA.

PAGO DE DERECHOS A AUTORIDADES DEL PUERTO - PORT OFFICIAL FEES AND PERMITS

DESCRIPTION	WEEKDAYS LUNES A VIERNES	WEEKENDS + HOLIDAYS SAB. DOM. + DIAS FESTIVOS	AUTHORITY AUTORIDAD
TEMPORARY IMPORTATION PERMISO DE IMPORTACION TEMPORAL	\$ 60.00 U.S.	VALID FOR 10 YEARS	CUSTOMS
FEE FROM 3 TO 20 GROSS TONS DE 3 A 20 TONELADAS BRUTAS	\$ 45.00 u.s.	\$90.0 u.s.	HARBOR MASTER CAP. DE PUERTO
FROM 20 TO 100 GROSS TONS DE 20 A 100 TONELADAS BRUTAS	\$ 100.00 u.s.	\$150. u.s.	HARBOR MASTER CAP. DE PUERTO
FROM 100 GROSS TONS AND UP DE 500 O MAS TONELADAS BRUTAS	\$ 150.00 U.S.	\$200. U.S.	HARBOR MASTER CAP. DE PUERTO
INMIGRATION-MIGRACION	\$ 45.00 U.S. VISITOR VISA		
FISHING LICENSE / P. PESCA DEPORTIVA	\$75.00 U.S.DLLS PER YEAR		FISHING OFFICE

NOTE / NOTA:

THESE FEES ARE PER VESSEL AND PER PERSON (INMIGRATION VISA), ESTIMATED IN US DOLLARS AND ARE SUBJECT TO CHANGE WITHOUT NOTICE. ESTAS CANTIDADES PUEDEN VARIAR SI PREVIO AVISO.

ADDITIONAL SERVICESDESCRIPTION

INTERNET ACCESS / ACCESO A INTERNET / CABLE TELEVISION ICLUDED IN DOGKAGE R A T E

NOTE / NOTA:

ALL THESE EXPENSES CAN BE CHARGED TO YOUR ACCOUNT.

PLEASE PAY ONLY AT FRONT DESK, OUR DOCK STAFF IS NOT ALLOWED TO HANDLE CASH.

ALL RATES SUBJECT TO CHANGE WITHOUT NOTICE. ESTOS PRECIOS SON ESTIMATIVOS Y PUEDEN CAMBIAR SIN PREVIO AVISO.

PAYMENT REQUIREMENTS

Marina office requires full monthly prepayment of dockage services at arrival FOR FUEL PAYMENTS PLEASE DEPOSIT VIA WIRE TRANSFER WHAT YOU NEED 15 DAYS IN ADVANCE OR PAY IT WITH CREDIT CARD OR CASH WHEN SERVICE IS REQUESTED.

Rates advertised in this document are in US Dollars, subject to change without notice and do not include 16 % tax.

DEPOSITS

In order to confirm the reservation at the Marina, two deposits are required when reservation is made. The deposits will guarantee the reservation at the Marina, the deposit amounts are as follow:

Marina dockage Deposit \$ 2,000.-usd – Fuel Deposit \$ 4,000.- usd

Bank transfers to pay the bills for stay at the Dock, Shipping Agency, drinks and others must be made in the name of "CLUB DE YATES DE ISLA MUJERES, S.A."

WIRE TRANSFER INFORMATION

Please only use Bank Wire Transfers and send us a clear copy of the bank transfer by fax or e.mail to the Marina Office immediately after you deposited. So we can locate funds in our account. **Always mention boats' name.**

Name: Club de Yates de Isla Mujeres, S.A.

Beneficiary Address: MZ04 AV RUEDA MEDINA Y ABASOLO CENTRO ISLA MUJERES, Q. ROO MEXICO C.P. 77400

Bank Name: **BANCO NACIONAL DE MEXICO, S.A.**

Account Number: **002910046893461092**

Swift Code: **BNMXMXMM**

Bank Address: **J M MORELOS ESQ. AV. BENITO JUAREZ CENTRO**

City, State, Country, Zip Code: ISLA MUJERES QUINTANA ROO, MEXICO, 77400

Please fax and e.mail copy of bank transaction to Marina to 011-52- (998) 877-0156 and enriquelim@prodigy.net.mx

PLEASE ALWAYS MENTION BOATS' NAME.

CREDIT CARD

AMERICAN EXPRESS, VISA and MASTERCARD payments are accepted in pesos with a 4% extra service charge, When payments in pesos, rates will be charged at the exchange rate of the Marina, not the bank, Subject to change without notice.

CANCELLATION & EXTRA CHARGES POLICIES

- Cancellation and changes: to receive full refund and / or make dates changes in a reservation, written cancellation must reach Marina thirty days prior to arrival date. Changes will be done depending on the Marina availability and will need to be reconfirmed by the Marina Office in writing.
- Penalty for late cancellation: \$ 500.-usd penalty.
- "No Show" the Captain of the vessel must inform the Marina Office in case of a delay for arrival via email, fax or telephone and must receive written confirmation of change of plans. In case there is no notice of the delay, the Marina Office will hold the space only for the first five days after the arrival date, after that period the Marina will release the space and charge the penalty of late cancellation for \$ 500.-usd the penalty for the "No show" and late cancellation is not be not refundable.
- At arrival to the Marina Office the full prepayment of the services is required to assure fuel and services. We would like to inform you that only Bank wire transfers or Credit Card Payments will clear in the Marina bank accounts.

Signature of Acceptance by the Captain of the Vessel: _____

Name : _____

Bank transfers to pay Diesel Fuel bills must be made to "ENRIQUE LIMA ZUNO."

WIRE TRANSFER INFORMATION

Please only use Bank Wire Transfers and send us a clear copy of the bank transfer to e.mail to the Marina Office immediately after you deposited. So we can locate funds in our account. **Always mention boats' name.**

BANK INFORMATION

Preferred method of payment is bank transfer, banking details below:

Bank Name: **BANCO NACIONAL DE MEXICO, S.A.**

Bank Address: **J M MORELOS ESQ. AV. BENITO JUARES CENTRO**

City, State, Country, Zip Code: **ISLA MUJERES QUINTANA ROO, MEXICO, 77400**

Branch:

Bank Key/Bank no (ie.sort code):

Account Name: **Enrique Lima Zuno**

Tax number: **LIZE441005LD1**

Account number, clabe: 002910700334324785 in Mexican Pesos

Swift Code: **BNMXMXMM**

Beneficiary Adress: **ARQ. CARLOS LAZO NUM 1 CENTRO**

City: **Isla Mujeres**

State: **Q. ROO**

Postcode: **77400**

Country: **Mexico**

Please send e.mail copy of bank transaction to enriquelimazuno@hotmail.com

PLEASE ALWAYS MENTION BOATS' NAME.

OUR HOTELS IN ISLA MUJERES

NUESTROS HOTELES EN ISLA MUJERES

ACCESS TO MEXICAN TELEPHONE LINES : +1 (52)

HOTEL	TELEFONO	EMAIL	LOCALIZACION
CABAÑAS MARIA DEL MAR	(998) 877-0179 (998) 877-0213	reserv@cabanasdelmar.com www.cabanasdelmar.com	Sandy north beach Playa Norte arenosa
PLAYA LA MEDIA LUNA	(998) 877-1124 (998) 877-0759	reserv@playamedialuna.com www.playamedialuna.com	Sandy beach open sea Playa arenosa mar abierto
VILLA KIIN	(998) 877-0045 (998) 877-1024	info@villakin.com www.villakin.com	Sandy north beach little river Playa norte arenosa del riito
ROCAMAR	998) 877-0905 (998) 877-0101	info@rocamar-hotel.com www.rocamar-hotel.com	In town facing open sea En el centro frente al mar abierto
SECRETO	(998) 877-1039 (998) 877-1048	reserv@hotelsecreto.com www.hotelsecreto.com	Sandy beach open sea Playa arenosa, mar abierto