

**CUBAR ODYSSEY 2015**  
**DOCUMENTS FOR MEXICO**  
(Revised 9/15)

**1. Port Documents**

**Each vessel must have paperwork on board before departure (and 5 extra copies of everything plus originals)**

**Including:**

- Valid Passports for every person on board with photocopies (see item 2.2 below)
- Temporary Boat Import Permit (TIP) (see item 3.2 below).
- Crew List showing full name (same as on passport), age, nationality and position of responsibility of everyone on board.
- Boat Documentation: The original (and about **3** copies) of the vessel's name, homeport, current state registration or federal documentation certificate or documentation number, gross tonnage and net tonnage, length, breadth and depth.
- Proof of Mexican Liability insurance and hull insurance covering the length of your trip and the destination of your farthest point South (see items 4.1-4.2 below)
- Individual Fishing Permits if any fishing gear is on board the vessel (see item 3.1 below).
- Notarized Letter of Authorization if a captain is to be left in charge of the boat.
- Notarized Letter of Authorization from the legal owner if a vessel is financed, borrowed or chartered or if it is documented under an LLC or company (see item 1.3 below).
- Notarized Letter of Authorization (with several copies) for a minor child (under 18 years old) traveling without both parents. The accompanying person/parent must have a letter of permission from the parent(s) or legal guardian not present to take the child to Mexico
- For pets on board the vessel, an International Health Certificate must be obtained as close to departure as possible from the pet's veterinarian with a complete description of pet and proof of vaccinations.

1.2 Each owner is responsible for acquiring his own port papers. If you desire assistance with obtaining the Temporary Import Permit (TIP) and/or fishing licenses (no other documents) for a fee, contact:

Dona Jenkins Document Service  
1050 Rosecrans St # 3, San Diego, CA 92106  
Phone:(619) 223-2279

1.3 If the vessel is borrowed, chartered, or financed, you will need a notarized letter from the legal owner (i.e., bank, finance company, individual), authorizing the skipper to use the vessel in Mexico. If there is to be a change of skippers, the additional person(s) must be named as well. The letter should include: vessel name, make, registration or documentation number, and length of stay in Mexico.

## **2. PERSONAL PAPERS**

2.1 Each visitor entering Mexico by land or sea must obtain and complete a Tourist Card/Visa (also known as immigration form FMM) issued by Immigrations at their initial port of entry (Ensenada for CUBAR). This visa (FMM) will be surrendered to Immigration officials at their last port (or airport) when processing out of Mexico. The tourist entry fee is approximately \$25.00 and paid in U.S. cash. Tourist Visas (FMM) are validated to 180 days maximum. This visa (FMM) will be obtained in Ensenada.

2.2 All persons must carry with them a Passport (and around **3** copies) with at least 6 months validity from day of entry into Mexico as proof of Citizenship (Birth Certificate, or Military Discharge papers, Voter Registration, Hospital Certificates and expired Passports are no longer accepted).

Please note that persons carrying a passport from a country **other than** the United States, Mexico and Canada, must check with the Mexican Consulate for further requirements.

## **3. PERMITS**

3.1 **Personal Fishing Licenses** are required and can be obtained via mail or fax prior to your departure through the Oficina de Pesca (CONAPESCA) in San Diego located at: 2389 Fifth Avenue, San Diego, CA 92101. They may be reached by phone at (619) 233-4324.

Every crew member must have a license if there is a fishing pole on board the vessel. Ask for the exact fees and form of payment. Information and application for Personal Fishing Licenses may also be obtained at their website:

[http://www.sportfishinginmexico.com/?page\\_id=4201](http://www.sportfishinginmexico.com/?page_id=4201)

They are also available for an additional fee at Dona Jenkins Document Service (see 1.2 above)

3.2 **A Temporary Boat Import Permit (TIP) should be obtained in advance at**

[http://www.sportfishinginmexico.com/?page\\_id=4241](http://www.sportfishinginmexico.com/?page_id=4241). This permit allows you to leave your boat in Mexico when you fly out and/or need to import parts for your boat duty free. If it is not obtained in advance, it can be obtained at the first port of entry in Mexico (e.g., Ensenada), but documentation will take longer to be processed. For this reason, you are strongly encouraged to obtain the TIP in advance through the web site listed above or at the Mexican Consulate in Los Angeles. If you do wait until the port of entry, you will need to take your valid tourist card/visa (**FMM**), boat registration or document (including boat model, builder, and engine numbers) to Immigrations. This permit is valid up to 10 years.

#### **4. INSURANCE**

4.1 Check with your insurance broker regarding hull insurance, and be sure it covers the time period of your trip and the destination of your farthest point South. Most policies end approximately 20 miles south of Ensenada, therefore a rider must be added for extended coverage.

4.2 Check with your insurance broker regarding Mexican Liability Insurance. A Mexican company must write liability insurance to be accepted by Mexican officials as proof of financial responsibility.

#### **5. ENTERING MEXICO**

5.1 Skippers will need to enter and clear port in Ensenada. The skippers will obtain a departure notification document from Immigrations or the Customs Broker as proof that the vessel has been officially cleared.

5.2 Agricultural Inspectors at Puerto Los Cabos are presently requiring vessels to dispose of some food products from the U.S. Please check back for further updates on this issue.

5.3 Skippers, upon arrival in La Paz, must make a courtesy call to the Port Captain. The Port Captain can be reached on VHF channel 16 or at (612) 122-4037. Before leaving La Paz, it is necessary to advise the Port Captain of your departure. The manager at Costa Baja Marina will facilitate this procedure for the skippers. In La Paz he can be reached at (612) 121-6225.

#### **6. RE-ENTERING THE UNITED STATES: US Customs and Border Protection**

6.1 A U.S. Customs User Fee Decal is advisable for boats entering the U.S. and can be obtained in advance from the Department of Homeland Security. DHS can be reached by email at [dcals@dhs.gov](mailto:dcals@dhs.gov), by phone at (317) 298-1245 or its website [www.cbp.gov](http://www.cbp.gov).

**Please check back for further updates!**