



**SEAMANS DISCHARGE
BOOK APPLICATION FORM**



A Cook Islands Seafarers Discharge Book is not a national identity document. National identity documents—such as passports or the Seafarer Identity Document issued under International Labour Organization (ILO) Convention No. 185 - may only be issued by the State of which the individual is a national.

The fee for the Seafarers Discharge Book is **USD100 per book**; This fee does **not include courier fees**, which may also apply.

An **invoice will be issued** once the completed application, and all supporting documents have been received; **Applications will not be processed** until the applicable fee(s) have been paid.

Please email completed applications to seafarers@maritimecookislands.com

1. Seafarer Details

First Name:	
Middle Name:	
Surname:	
Date of Birth (dd/mm/yy):	
Place and Country of Birth:	
Nationality:	
Serving on Cook Islands registered vessel: please indicate Vessel name; call sign	

2. Seafarers Contact Details

Building / Apartment / Unit:	
Street Address:	
City:	
Postal Code:	
Country:	
Contact Number:	
Email:	

3. Physical Features

Distinguishing Marks:	
Height (cm):	
Eye Colour:	

4. Next of Kin

Full Name:	
Relationship:	
Address - Same as Seafarers Contact details? <i>(if not, please complete below)</i>	
Building / Apartment / Unit:	
Street Address:	
City:	
Postal Code:	
Country:	
Contact Number:	
Email:	

5. Discharge Book Delivery Address

Deliver to Seafarer in section 2? <i>(if not, please complete below)</i>	
Contact Name:	
Contact Number:	
Email:	
Building / Apartment / Unit:	
Street Address:	
City:	
Postal Code:	
Country:	

6. Billing Address

Billing address:	
Company Name:	
Contact Person:	

Building / Apartment / Unit:	
Street Address:	
City:	
Postal Code:	
Country:	
Contact Number:	
Email:	

7. Supporting Documents

Scanned Copy of Passport	
One passport sized photo ¹	
Fit and Proper Person Application Form ²	

¹ Passport Photo Requirements:

Type: JPEG (.jpg or .jpeg)

Color: Full color (not black & white, unless specifically requested)

Background: Plain white or light-colored

Dimensions Pixels: Typically, 600 × 600 pixels minimum (sometimes 1200 × 1200 px maximum)

Print size: 2 × 2 inches (51 × 51 mm)

Head size: Face should occupy 50–69% of the image height

File Size Minimum: Around 50 KB

Maximum: Usually 240 KB (some systems allow up to 1 MB, depending on the issuing authority)

Other Requirements:

Must be recent (within the last 6 months)

Face clearly visible, no shadows

Neutral expression, eyes open

No hats, sunglasses, or uniforms (unless religious attire required daily)

² See <https://maritimecookislands.com/docs/MCI-Fit-and-Proper-Persons-Form.pdf>