



# M.E.B.A. Sailing Time Transmittal Form for Group II & Group III Individuals



To: M.E.B.A. (AFL-CIO) - 444 North Capitol Street, NW, Suite 800 - Washington, DC 20001-1570

Date: \_\_\_\_\_ Port: \_\_\_\_\_

From: \_\_\_\_\_ Control # \_\_\_\_\_  
Print Name

Mailing Address: \_\_\_\_\_

► **Forms submitted without the above information completed will not be processed.**

*This form is to be used to send Headquarters your sailing time for the purpose indicated below:*

Note: Consult the Shipping Rules, DEC Circular Letters & relevant memoranda for what constitutes sailing days. Your port Branch Agent, Patrolman or Representative will be in position to assist you should you require further information.

Sailing days should be kept current. Admissions for Group II individuals moving to Group I are acted on periodically as openings develop based on the Shipping Rules. Headquarters will implement the process for movement to the Respective Groups without prior notification. It is your responsibility to keep your sailing days current by submitting that information to Headquarters.

Check the appropriate box below and follow instructions for that situation.

- The attached sailing time verification form is to report new sailing days not previously sent to Headquarters.
- I disagree with the sailing time listed for me in the previous posted 'sailing days list' published by Headquarters. I request a review. All of my sailing days are reported on the attached Sailing Time Verification Form.

Verified in the Port of \_\_\_\_\_

Member's Signature \_\_\_\_\_

Verified By \_\_\_\_\_

**SPACE BELOW FOR HEADQUARTERS USE ONLY**

Date Issued: \_\_\_\_\_ Verified by: \_\_\_\_\_

**Original to M.E.B.A. HQ – 1 copy to individual – 1 copy for Hall's records**