

CHARTER BOAT & CAPTAINS BOARDING CHECKLIST

Southwest Sailing - SWSailing.com

FEDERAL REQUIREMENTS

1. Registration	2. PFDs + Throwable	3. Fire Extinguishers	4. Distress Flag or Flares	5. Sound Device (test)
Navigation Lights	Oil Discharge Plaque >26	>26=2B1, >40=3B1	NIGHT=FLARES	>40' USCG NAV RULES

RECOMMENDED

VHF Radio (Boat & Handheld)	Cell Phone	12 Volt Phone Chargers	Charts/Plotting Tools	Binoculars
Rigging Knife	Tool Kit/Multi-tool	Extra Rope/Twine	Flashlights	Spotlight
SPOT / ePIRB	Inflatable Lantern	Butane "Torch"	Shackles/Snatch Block	"Quick Guides"/Job Aids
Weather/Tide Report	Handheld Compass	Portable Weather Station	Wind Meter	
Signal Mirror	Radar Reflector	PDF of Boat Owner Book	PDF of Navigation Book	

HYGIENE

Trash Bags/Zip Locks (TP)	Quick Dry Towel	TP / Paper Towels	Clorox Wipes	Dramamine/Ginger
Water Bottle/Coffee Mug	2Ltr Water / person	"Man wipes"	Extra TP	Hand Sanitizer

BOARDING

SLIP # _____

"As Found" Photos----	<i>Docking, Lines, Fenders</i>	<i>Dinghy stowage</i>	<i>Cockpit/Lines/Cushions</i>	<i>Covers sail, winches, etc.</i>
	Shore Power-REMOVE	<i>Power Panel</i>	<i>Battery Selector</i>	<i>Fridge/Ice-box</i>
Federal Requirements	Recommended Gear	Bilge & PUMP OPS!	Y-valve TO TANK	Thru-Hulls / Storage
Engine Oil Level	Engine Cooling Open	Engine Sea Stainer	Head operations	Stove/Fridge operations
Tank levels	Batteries/Selector "rules"	Spare Parts, Oil.	Navigation/GPS System	Depth Gauge Offset
Radio Check (#27?)	Anchor / Spare	Windlass Operations	Emergency Tiller	Extra Lines & Fenders
Standing Rigging	Running Rigging	Reefing System/Lines	Engine START Steps	Engine STOP Steps

CREW BRIEFING

WELCOME----->	Introductions/Roles	BE SAFE! HAVE FUN!	Float Plan (updt/send)	Weather
	Activities?	Expect to see?	Participate?	Follow commands!
SAFETY----->	Fire Extinguishers / PFDs	MOB (yell, throw, point)	MOB (recovery point)	"High Side" going forward
COMFORT----->	Sea Sickness	Hydration	Sun protection	Food
EQUIPMENT----->	Head operations	Halyards/Lazy Jacks	Reefing System/Lines	Sheets / Winches
	Winch/Handle rules	Cleats / Clutches	Fridge/Stove Use	Traveler/Vang/Cunningham
SAILING----->	Sail Covers/Ties Stowing	Main/Headsail Raising	Tacking/Gybing Comm's	Accidental Gybe-BOOM!
QUESTIONS----->	Communications	All CREW! Lookouts!	"High Side" going forward	Head/Fridge/Stove Use

LEAVING

Departure Plan	Departure Roles	LEAVE!	Fenders & Lines stowed	All Gear Stowed to Sail
Sail Covers / Ties stowed	Raise Main	Raise Headsail	STOP ENGINE! SAIL!	Battery to "House"

RETURNING

Return Plan	Return Roles	Battery to ALL	START ENGINE	Sail Covers & Ties
Sails Furled, Tied, Covered	Fenders & Dock Lines	DOCK!	STOP ENGINE	Gear collected and ashore
Close all hatches	WASH DOWN BOAT	Winch covers, Lines coiled	Shore Power Connected	Power Panel Re-set
Battery Selector Re-set	RE-adjust Dock Lines	"Before" Photo check	"Before" Photo check	Photos "as left"