

The following documents are requested for commencement of application process:

No.	Document	During visiting office		Via e-mail
		Originals on submission	Scanned copies	Scanned copies
1	Application Form – Online: http://www.prod.seafarers.win19.mojsite.com ("Google Chrome" is recommended browser)	n.a.	n.a.	n.a.
2	Photo – passport format, (format – “.jpg” or “.bmp” or “.png” or “.gif” color, abt. 300 dpi)	Required	Required	Required
3	Passport (valid). Scanned pages with biometric data, only (format “.pdf”, color, abt. 250kB)	Required	Required	Required
4	Visas: valid US C1D & Aus MCV, if any (scanned format “.pdf”, color, abt. 250kB)	Required	Required	Required
5	National Seaman’s books, all pages where there are data or entries. (Scanned format “.pdf”, color, abt. 250kB)	Required	Required	Required
6	Flag Seaman’s book(s) / valid, all pages where there are data or entries. (Scanned format “.pdf”, color, abt. 250kB)	Required	Required	Required
7	All National valid Certif. of Competences/ Certificate of Proficiencies / Endorsements / Trainings (Scanned format “.pdf”, color, abt. 250kB)	Required	Required	Required
8	All Flag valid Certif. of Competency / Certificate of Proficiencies and/or Endorsements. (Scanned format “.pdf”, color, abt. 250kB)	Preferable	Required	Required
9	Proof of Sea service, if any. (Scanned format “.pdf”, color, abt. 250kB)	Required	Preferable	Required
10	Evaluation or Appraisal Rep. or Recommendation letter, if any. (Scanned format “.pdf”, color, abt. 250kB)	Required	Preferable	Required
11	Latest Medical Certificate (Scanned format “.pdf”, color, abt. 250kB)	Required	Preferable	Required
12	Latest Vaccination records from Yellow Book. (Scanned format “.pdf”, color, abt. 250kB)	Required	Preferable	Required
13	Additional Diplomas and/or Certificates. (Scanned format “.pdf”, color, abt. 250kB)	Required	Required	Required

Office address: NorMonte d.o.o., Peluzica b.b., 85330 Kotor, Montenegro

Working hours with Applicants: Mon.- Fri.: 10:00 – 16:00

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