

SAFEHAVEN MARINE SERVICES

SUPERYACHT
CREW PAYROLL

Professionalism & Experience
SAFEHAVENMARINE.NET



YACHT CREW PAYROLL, EMPLOYMENT & CREW ADMIN/SUPPORT PACKAGES

SAFEHAVEN BRONZE

Services included:

- ✓ Automated payroll
- ✓ CEA/SEA - MLC Contracts

BRONZE PACKAGE - FEES

€250 per crew member (one off fee)
€80 per crew member - P/M
€25 (Bank charges per crew member - P/M)

SAFEHAVEN SILVER

Services included:

- ✓ Online crew checks on set-up
- ✓ Automated payroll & salary slips prepared
- ✓ Offshore employment contract
- ✓ Segregated banking for each Yacht
- ✓ CEA /SEA - MLC Contracts
- ✓ Individual Yacht "Cell" Set up - *Lowering your liability risk

SILVER PACKAGE -

€750 cell set up and €750 P/A
€250 per crew member (one off fee)
€100 per crew member - P/M
€25 (Bank charges per crew member - P/M)

SAFEHAVEN GOLD

Services included - Bronze/Silver package +

- ✓ Administration, reporting and controls
- ✓ Perform screening along with vetting of crew of qualifications.
- ✓ Compliant Termination & Severance Agreements*
- ✓ Check Crew Insurance, Yacht insurance, Yacht certificates
- ✓ Monitoring and notification of expiration of certificates
- ✓ Salary slips issued/sent direct to crew
- ✓ Handle crew disciplinary actions
- ✓ Daily criminal background checks

GOLD PACKAGE - FEES

€750 cell set up and €750 P/A
€250 per crew member (one off fee)
€150 per crew member - P/M
€25 (Bank charges per crew member - P/M)

CREW MEMBER DOCUMENTS:

Please have each crew member fill out the attached 'crew details' form and send this to us via email with digital copies of the following:

- ✓ Passport
- ✓ Medical fitness certificate (ENG1)
- ✓ Certificates of Competency
- ✓ STCW 95 Certificates and Refresher courses
- ✓ Any Crew Related Documents

YACHT/ BENEFICIAL OWNER & OWNING COMPANY DOCUMENTS:

Please send this to us via email with digital copies of the following:

- ✓ Beneficial owner's passport / Proof of beneficial owner's residential address
- ✓ Owing company / Owing company's registered office / Place of incorporation /
- ✓ Certificate of Incorporation for the Owing Company
- ✓ Directors Name
- ✓ Directors D.O.B
- ✓ Safe Manning Document (digital copy)
- ✓ Certificate of Registry (digital copy)
- ✓ Yacht insurance

Frequently Asked Questions.....

Why do we place yachts under new "cells"?

Safehaven Marine Services PCC Limited offer a Protected Cell Company (PCC) this allows for the segregation of risks, as well as assets and liabilities of different individuals and corporate entities under a shared structure. Each cell is independent of each other, meaning the risk is only limited to that particular cell.

Similar to a hub and spoke, Safehaven Marine Services is the hub and each cell is the spoke. If or when there is an issue on-board any other yacht managed by the payroll provider, if it has been set up without a "Cell" structure it could result in your crew not getting paid, or even further restrictions on the yacht itself.

***PLEASE NOTE** - not every provider offers this automatically, its super critical to keep liabilities at bay. .

Why does it matter how experienced the payroll team is?

All our team has over 10+ years combined payroll & maritime experience... this is a crucial combination not just for the smooth running of the payroll process itself, but for any issues arising with crew...we know how to handle it efficiently and effectively, therefore elevating the pressure from the Captain.

This is especially important when there are any crew disputes to sort out, an experienced team shine and minimize impact on you, your yacht and your overall team.

Who & what yachts or crew do we manage?

We manage thousands of crew around the world, for both owners direct and on behalf of; Yacht Representatives, Shipyards, Management Companies & Family Offices ...



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