

## **Musical Equipment Registration**

*(in reference to Performing and Festival groups only)*



Any group who will be bringing musical equipment to one of our ports of departure will be responsible for registering and verifying that equipment with U.S. Customs prior to their embarkation date. The inspection of the group's musical equipment does not have to be done at the port of departure for their particular cruise, but can in fact be completed at any one of over three hundred ports of entry in the United States. Even land-locked states have ports of entry!

On the internet, go to **<http://www.cbp.gov>** for the U.S. Customs and Border Protection home page. From here, select "Ports" outlined in green at the top of the page. This will direct you to a listing of all the U.S. ports of entry. Contact the location nearest to you and find out what you will need to do in order to get your equipment registered for your upcoming cruise. In most cases, you will need to arrange a time for a Customs official to inspect your equipment and completed Equipment List (including all serial numbers). A Customs Official will then sign and stamp acknowledgement that this procedure has been completed. **It is imperative that you bring the original signed and stamped Form and equipment list with you when you arrive at the port of departure for your cruise.**

Your Festivals At Sea onboard representative will make sure that the Chief Purser on board the ship receives a copy of this completed form once you have boarded. This is to facilitate the disembarkation of your equipment after the cruise has returned.

Getting your musical equipment registered is YOUR RESPONSIBILITY!! If this procedure is not completed, we **cannot** guarantee that your equipment will be permitted on board the ship.

Please see your Festivals At Sea representative for any questions you may have on this important procedure.