

The following are the entry and clearance procedures for Antigua and Barbuda.

- Come along the dock at any one of the marinas and fly a yellow “Q” (quarantine) flag from a conspicuous point high in the rigging of a sailing vessel or the bridge of a motor yacht.
- All passengers and crew must remain on board the vessel or yacht until clearance has been obtained. Only the Master may proceed ashore to the customs and immigration office. No other crew members or passengers are allowed ashore until the entry procedures have been completed. Masters of vessels arriving after hours must make certain no crew member is allowed ashore until entry procedure has been completed at the first available opportunity.
- Masters of vessels wishing to cruise must check with the local Port Authority for permission to do so. A valid cruising permit entitles a vessel to cruise anywhere in Antigua and Barbuda waters unless an area has been specifically prohibited to navigation or is in the interest of national security. The National Parks Authority and Antigua Port Authority regulations must be adhered to whilst the vessel is in Antigua and Barbuda waters.
- Passengers and crew leaving a vessel in Antigua and Barbuda waters must have a valid airline ticket to a country that will accept them without question. This ticket must be presented to the Immigration Officer on leaving the vessel.
- Any crew members or Passengers leaving the vessel in Antigua & Barbuda must be signed of the original entry document into Antigua & Barbuda. If the master of the vessel has done his own clearance into Antigua & Barbuda , the master and crew member must go to The Immigration office and present ,original entry Document, Crew members Passport and a valid airline ticket
- If The clearance in was done by an agent, the agent can remove the crew member from the original in bound document without the crew member or master having to present themselves to Immigration officials

Clearing In Agent/Master

- An easy Clear application must be raised and submitted to customs and immigrations electronically (*and in some cases a paper application can be accepted*).
- After submitting the easy clear application proceed to Customs and present original Clearance from last Port and Original Ships registration
- Customs will then print off General Declaration Form which need to be signed and dated from there Proceed to Immigration. Present, Passports, General Declaration and Official Crew & Passenger Lists
- Once immigration have checked all information and passports return to Customs for final approval.
Once final approval is received from customs proceed to Port Authority. Here the necessary fees for Entrance, Rubbish Disposal, Anchorage or Dockage and Cruising Permits can be paid; US and EC dollars are accepted as well as Credit Cards- VISA or MasterCard only.

Clearing Out Agent/Master

- An exit easy Clear application must be raised and submitted to customs and immigrations electronically (***and if your original entry document was a manual hand-written document you must do a manual hand-written exit document***).
- Start at Port Authority; Pay any outstanding fees and receive a certificate of clearance.
- Proceed to Customs and present the Certificate of Clearance to the Officer and receive and fill out a General Declaration form.
- Proceed to Immigration and present Passports, and original entry document
- Back to customs. Once all papers are in order you will be given clearance to leave. All three entities are in the same building both in English & Jolly Harbors.
- Masters wishing to exchange crew members must, in the presence of an Immigration Officer, sign the said crew member(s) off one vessel and onto another with both masters taking full responsibility. Failure to do so will result in legal action.
- It is illegal to sell or otherwise dispose of an airline ticket to persons other than those who originally purchased the ticket. It is an offense to remain in Antigua & Barbuda without the consent of the Immigration authorities.
- Vessels clearing out of Antigua & Barbuda must depart within 24 hours of completing clearance procedures. All departing vessels will be obliged to pay harbour dues before departing.
- In the case of crew members arriving by air or joining a vessel that is leaving for a foreign destination, a signed letter from the yacht's captain or from a local agent will be accepted in lieu of a return ticket. This documentation must be presented in advance of or at the time of the individual's arrival at the airport.
- Every vessel in Antigua & Barbuda's waters must carry a valid cruising permit. Vessels anchored in English Harbour or Falmouth Harbour or berthed at Nelson's Dockyard, Antigua Slipway, Antigua Yacht Club Marina, Falmouth Harbour Marina and Catamaran Marina are subject to National Parks Authority fees in addition to Port Authority Fees.
- Receipts for all Port and National Parks fees must be shown even if clearing out through a different port from the original Port of Entry.

You must clear in within 24hours of arriving into Antigua & Barbuda. Customs, Immigration and Port Authority open daily during Winter season from 08:45am to 4.45pm. If you wish to clear in or out outside of these hours there will be overtime charges incurred.

English Harbour, Jolly Harbour and St. Johns are the only official Ports of Entry into Antigua, should you wish to be cleared out from an alternative location e.g. Green Island we would need to obtain permission from the Head of Customs 48 hours prior to your departure. Every vessel in Antigua and Barbuda's waters must carry a valid cruising permit. Vessels anchored in English Harbour or Falmouth Harbour or berthed at Nelson's Dockyard, Antigua Slipway, Antigua Yacht Club Marina, Falmouth Harbour Marina and Catamaran Marina are subject to National Parks Authority fees in addition to Port Authority Fees.

Crew flying in to join a yacht – no action is required when crew members are flying in to join a yacht, the paperwork only needs to be updated when the yacht is leaving.

Crew flying out – Any crew member leaving a vessel in Antigua must have a valid airline ticket departing from Antigua to a foreign destination and can be cleared off the original entry paperwork together with their passport. This MUST be done up to 24 hours in advance. If your crew member is not flying for a few days and is staying on island, Immigration will need a valid accommodation letter, proof of payment and a valid flight ticket in order to be cleared off the crew list.

Crew leaving a yacht to join another yacht – A letter is required from the current Captain confirming the departure of the crew member from their vessel and a letter from the Captain of the yacht the crew member is joining accepting the crew member on board together with the crew members passport and the original paperwork of the yacht the crew member is leaving in order to be cleared off the paperwork.

Visas

If the traveller is the holder of a valid U.K, U.S, Canada or Schengen Visa. The passenger can travel without applying online and then a payment in the sum of US \$100.00 can be made on arrival at the airport. This however is not a visa This is valid for 30 days. single entry. This payment cannot be done before the person arrives. It has to be done directly by the passenger.

Should the traveler need to travel out once more, then the process is also the same and US\$100.00 will be required to clear the border at immigration once traveling by air. If the travel leaves via M/Y or Cruise liner then the payment isn't required.

Extra information

Crew members arriving on Vessels of nationalities not listed on the Antigua & Barbuda Country's exempt from Visa Requirements can use their seaman's books to be cleared into Antigua and Barbuda.