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To: Tiffany McNeese (Tiffany.McNeese@usm.edu)	Date:
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From:	Email:
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Project or budget control to be charged:
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Vessel to depart -

return - Date:	Local time:
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Purpose of trip:

Geographical area of planned operations (Attach cruise plan including times and dates.):
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List of shipboard equipment to be used:

Scientific personnel who will be embarked:	Affiliation:
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Other personnel:	Affiliation:
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Identify the scientific party chief: (Attach waivers for any non-GCRL employees.)

Other pertinent information (including any dietary restriction of personnel):

Vessel Usage Fee – The daily usage rate for the R/V Tommy Munro is \$10,610, includes fuel, subject to the terms described below. Any hours above and beyond 24 will be charged the full daily rate of \$10,610 per day. Example: one 8-, 16- or 22-hour trip will be \$10,610.

Drug Policy - The Gulf Coast Research Laboratory is committed to the support of a drug-free workplace. To achieve and maintain a drug-free policy, zero tolerance is a condition of this request for charter. Simply stated, zero tolerance is a policy implemented by the U.S. Customs Service and the U.S. Coast Guard to comply with the President's stand to hold all drug users accountable for their illegal actions. Therefore, a signed request for charter of the R/V TOMMY MUNRO under these conditions is an agreement that neither you nor any member of charter party will introduce, possess, or use illegal drugs on board the R/V Tommy Munro.

Reservation Policy - Vessel reservations that are not cancelled at least 30 days prior to the first day of the reserved time period will incur an unfulfilled reservation fee of 1/2 of the daily charter rate for each day of the reservation period that goes unfulfilled. This fee does not apply to cancellations that result from issues relating to Covid-19, inclement weather, mechanical issues with the vessel, or any other delay/cancellation deemed necessary by the vessel captain. The application of this fee to cruises that are conducted in part but return to port prior to the ending reservation date will be at the discretion of the vessel captain and the GCRL Vessel Operations Committee.

At-Sea Delays - The contracting entity will be responsible for payment for additional vessel charges that result from weather-induced interruptions or delays to cruise activities that extend the time period of the cruise. Weather-induced delays include but are not limited to interruptions to cruise activities as a result of inclement weather (e.g., unworkable sea or wind conditions) while at sea as well as vessel time required for returning to and/or from port due to unworkable weather conditions. If inclement weather causes the vessel to port away from home, the contracting entity will be charged \$5,305