

# YOUR TRAVEL GUIDE

This guide has been designed to help you prepare for your upcoming travel to our vessels. Please make sure you read this document carefully, so you do not miss any important information.

Do not hesitate to contact your Silversea contact for further assistance.



## Your Flight Ticket

Airline tickets for joining the ship will be arranged and paid for by the Company. You will receive your flight details along with your contract. The actual booking number will be shared with you once your embarkation process is finished.

Travel arrangements will be made from a major international airport either based on information provided in your PIF or as per our standard company approved airport list for your home country. Flight tickets are booked around 12 weeks prior, change of airport or deviation are usually not accepted. The Company will provide your return flight at the successful completion of your contract.

Please refer to the airline ticket for information regarding luggage allowance. If your ticket includes less than 40 kg baggage allowance, excess baggage charges up to a maximum of 40 kg will be reimbursed onboard upon presentation of the receipt. Any additional charges based on weight or additional pieces of luggage will be at the crew members' expense.

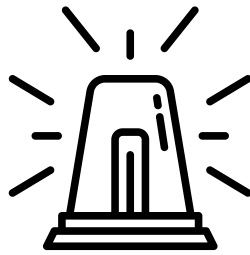
# TRAVELLING TO THE VESSEL

## Port Arrangements

Once your position has been confirmed and the date of joining the vessel is set, the Silversea Crewing Department will arrange for your travel to the vessel.

Upon your arrival at the port (or closest city) where you will join the vessel, you will be met at the airport by our ship's agent, unless otherwise instructed. Our ship's agent will meet you at the arrival area holding a sign with either your name or 'Silversea Cruises'. If you arrive the day before the ship's arrival, our port agent will also arrange overnight hotel accommodation and transfer you to the vessel for the following day.

Please make sure that you bring enough cash or a credit card for unexpected expenses. Please keep all receipts for extra travel expenses. You will be reimbursed on board according to our reimbursement policy. The Company pays for the hotel, meals and transfers; however, please note that only room, tax and meals taken at the hotel are covered. Alcoholic beverages, internet, phone calls, mini bar, movies, etc. are at your own expense.



## Emergency Contact

If you were to encounter issues during your travel to the vessel (your flight is cancelled, you are denied boarding, or you cannot find the driver at the airport etc.) please contact the emergency contacts on the Guarantee Letter that has been provided to you alongside your contract.

Before you leave your home you may want to leave the following details with your family and friends in case they need to contact you in an emergency situation:

Silversea SAM, Crewing Operations Department,  
Gildo Pastor Center, 7 Rue du Gabian, MC 98000, Monaco +377 97702424

# WHAT **CLOTHING** SHOULD YOU BRING

## Uniform

You will be issued uniforms for use throughout your contract on your first day; these are to be stored in your cabin. You are responsible for keeping your uniform in clean and neat condition. Uniforms are to be worn at all times whilst working. You should indicate your estimated uniform sizes on the PIF. Please let us know in advance if you think you will need extra small or extra-large uniforms. Please check your specific uniform requirements on the dedicated section on our welcome page in order to pack appropriately. If your uniform requires a white shirt, please consider neutral colored underwear.



## Clothing

Check your itinerary and pack appropriate items for the expected weather. When heading to cold climates such as Antarctica, it is advisable to take thermal underclothes. If you are heading to one of our expedition ships, you may need waterproof clothing and boots if you wish to go ashore.

For clothes when you are off work, we recommend that you pack for 2 weeks trip. You will need a few casual outfits for wearing around the crew area or out in port, maybe a few jumpers and/or a warm coat dependent on your itinerary, nightwear, underwear and shoes. Bring your gym kit including trainers, if you want to work out and swim wear if you want to go to the beach. We often have fancy dress parties or celebrations on-board; if you are on-board over any events such as Halloween, Easter or Christmas, you may wish to pack some appropriate items although there is usually opportunity to purchase such things in port.

# TOILETRIES AND OPTIONAL ITEMS

## Toiletries

We suggest taking enough deodorant, shower gel, shampoo, toothpaste etc. for the first month onboard. You will have the opportunity to buy toiletries from local supermarkets when you are ashore. Some toiletries are also available from the on-board 'Slop-Chest'.

Again, check your itinerary as shopping is far more accessible in some countries than others (for example, if you are heading to Antarctica, shopping is usually limited and can be more expensive than other ports).

## Optional Items

Some crew like to decorate their living space with some cushions, throws and photos from home; this is completely your choice whether you wish to pack these items. Some people like to read in their spare time; if so, bring a few books or a kindle. Some people have certain items from home that they miss when they are away, a favorite snack, a particular soap etc. But please remember that your cabin has limited space, and your roommate(s) will also bring items.

Most people have a camera on their mobile phone but as you will be heading to some amazing places, you may wish to take a camera. You are welcome to bring a laptop and other technology, but we cannot guarantee that there is a secure location to keep it. You should be able to lock your wardrobe or drawers in your cabin if you bring a couple of small padlocks.

The plugs in your cabin will be European 2 pin or US plugs 110v, so you may need an adaptor for any electrical appliances you bring. Appliances such as hair dryers and razors from most parts of the world will work on the ship. You are not permitted to use extension cables or electrical items such as kettles, irons, cooking equipment or fan heaters due to safety reasons. We recommend that you bring a watch and a battery powered alarm clock.

The ship will provide bedding and towels, but you may wish to bring your own beach towel. Drinking water is available free of charge from the Crew and Officer mess, you may wish to take a re-fillable water bottle.

If you have any questions regarding whether or not you can bring a particular item onboard, please ask our Crewing Department prior to leaving home.



## PROHIBITED ITEMS

In addition to airline restrictions and to our Drug and Alcohol Policy, the below items are prohibited onboard:

- Electric scooters
- Drones
- Firearms and ammunition of all types
- Toy guns and realistic replicas of firearms and explosive devices
- Highly flammable liquids and combustible substances
- Disabling electrical devices such as Tasers or stun guns
- Disabling chemicals and self-defense sprays
- Straight razors, daggers, swords or any blade over 4 inches long

Please make sure you check our 'Standard of Conduct and Ship Rules' on the Policy tab of our welcome page, which contains more details on this.

## PACKING YOUR LUGGAGE

Space is very limited, so please do not bring too much. Everything you bring will be stored in your cabin.

We suggest that you pack your luggage in a soft case / wheeled hold-all. There is not a lot of room in your cabin, and soft cases can be folded away easier. Remember that you are likely to obtain souvenirs during your travels and must be able to fit it all in your luggage allowance on the way home, so make sure to save some space. Please pack all of your original documentation (contract, agreement, bank details, medicals etc.)

In your hand luggage, we also suggest that you put any essential items: your personal documents, the documents needed for your embarkation and any essential medication must be stored in your hand luggage. Please make sure you also pack your work shoes and a change of underwear in your hand luggage, in case your luggage is delayed.

In the event that your luggage is lost on route to the ship, the Human Resources Manager onboard will be able to assist you in recovering your luggage as quickly as possible.

# CARRY-ON BAG CHECK LIST



Make sure you keep the following items in your carry-on bag, please do not put any of the below items in your checked in luggage

- Passport
- Seaman's book
- Visa
- Medical Documents (originals)
- Letter of Guarantee and your Contract of Employment
- STCW Certificates (originals)
- Personal Information Form
- Airline ticket - make sure you check before departure that the details on your ticket are correct
- Medications and prescriptions
- One change of clothing in the event your luggage is lost

WISHING YOU A SAFE JOURNEY