

## Welcome

Welcome to armada. We've put together this pack for Self-Skippers sailing with armada, to give you an idea of what to expect on your week, and to assist you in some of the complexities of Mediterranean sailing. Don't forget, your lead crew are always on hand to offer assistance in resort, and you can call on them at any time.

## Check-In

Possibly the most important hour of your week. When you arrive you'll meet your armada lead crew and we'll show you to the charter yacht office, where you'll need to pick up your boat papers and on some occasions sign a few charter forms. From there, head to your boat (once you've been told it's ready to board) and start Check-In.

Check-In is the process of the charter company handing over the yacht to you, and it's vitally important you take your time checking you're happy and familiar with all of the yacht's controls, and you find ALL of the yacht's inventory.

If you sign to say that something was on the yacht at the start of the week, and it's missing at the end of the week, the charter company will charge you and your crew for a replacement. It's therefore vitally important that you physically find and identify everything on your Inventory Checklist before you sign to say it's there.

As always with armada, our crew are there to help. Any questions, ask one of the skippers to give you a hand.

## Med-mooring

Med-mooring differs to mooring yachts in the UK due to the minimal tidal ranges in the Med. As yachts won't go up and down, they can be tide to the dock to allow easy access on and off. To keep the yacht from hitting the dock, you need something pulling the yacht off the quay at the bow. This can be achieved two ways;

1. Mooring line (often referred to as a 'lazy line'). The harbour authorities lay concrete or large chains to the sea bed around 20ft from the dock. A rope is attached at one end to the ground tackle and the other end to the quay. As you moor (usually stern to) the line can be passed to you from the shore. A crew member takes this line (suggest they use the boat hook) and walks the line to the bow of the yacht. Pulling the line as tight as they can away from the dock until the yacht is 3m from the quay, they can then secure the line to one of the bow cleats with a figure of eight. Once the line is secured, reverse back as two crew members pull in the stern lines, leaving you 1.5m from the quay. If the yacht can be reversed back to touch the quay, the mooring line needs tightening.
2. Bow anchor. More common in Greece than Croatia, yachts can moor in harbours and on town quays using their bow anchor to keep them off the quay. The most important aspect of mooring 'stern to with bow anchor' is to reverse straight backwards towards your space, to avoid the anchor being off at an angle. The anchor needs to be 3-4 boat lengths from the front of the yacht, so try to start reversing 5-6 boat lengths from the quay directly in front of where you intend to moor. Have a crew member on the anchor windless and instruct them to have the anchor hanging over the bow of the yacht (not quite touching the water) so it's ready to drop.

Once you have momentum in reverse, instruct your to start pressing down on the anchor. Keep momentum as you approach the quay, as without it you'll lose steering. In a strong side wind you'll need more speed to counter the xxxxxx!! As you approach the quay, stop on the anchor and wait for it to bite. You'll feel the yacht lose momentum and see the chain go taught. Engage reverse to keep the yacht close to the quay as you crew secure two stern lines. You want the yacht 1.5m from the quay, so adjust the anchor and stern lines accordingly.

## **Boarding plank**

To board a yacht moored stern to with bow anchor or mooring line, we use the boarding plank. This allows us to keep the yacht 1.5m from the quay for safety, as wind or the wake of passing boats can push the yacht back into the quay if it's moored too close. Brief your crew on the safe use of boarding the yacht across the plank. They can be slippery when wet, and may become dislodged at one end. Make sure everyone visually checks that the plank is secure at both ends before crossing. In poorly protected harbours, a swell can dislodge the boarding plank and it can sometimes become wedged between the quay and the transom of the yacht. Should this occur, the plank will punch a hole in the transom of the yacht, meaning a huge fee to repair the damage, so always leave the boarding plank ashore or onboard when it's not in use.

## **Safety**

Being around water comes with increased danger, so a number of precautions are required to keep you and your crew safe.

- If anyone is not a confident swimmer, suggest they wear a life jacket when on deck, especially when the yacht is travelling.
- Never allow anyone to swim around the yacht when the engine is running.
- Don't allow anyone to swim if they've been drinking
- Brief all crew on the location of safety equipment onboard, including life jackets, harnesses, life raft, fire extinguisher, fire blankets, flares and VHF.
- Look out for one another. If a crew member has had a few too many, make sure someone accompanies them back to the yacht.

## **Check-out**

At the end of the week we return to our base. Aim for 3pm so you've plenty of time to refuel, pack up your belongings, tidy the yacht and check out. The check out process is similar to the check in process at the start of the week. The charter company will go through the yacht and tick off all inventory, and inspect the yacht for any signs of damage. If you know of anything wrong with the yacht (either through damage by you or your crew, or an unexpected breakage), let the charter company know. Chances are they'll find it anyway, and your honesty may be rewarded. If you have any disputes with the charter company over charges they wish to impose, please contact your lead crew so they can assist. Damages can either be paid by you and your crew (cash often brings a substantial discount) or by us and then taken from your damage deposits.