

YACHT HANDOVER CHECKLIST

17 sections, 146 checks. Free to use, print and copy.

☐ A gold box is one of the 45 checks Helmy answers from the boat's own record.

Vessel _____

Date _____

Handing over _____

Taking over _____

1. DOCUMENTS & CERTIFICATES

10 checks

- ☐ Certificate of Registry / Ship's Log _____
- ☐ Insurance Policy _____
- ☐ Flag Certificates _____
- ☐ Safety Equipment Certificates _____
- ☐ Fire Suppression Certificates _____
- ☐ Liferaft Certificates _____
- ☐ Last Vessel Inspection _____
- ☐ Professional Protocol (if applicable) _____
- ☐ Maintenance Log Book _____
- ☐ Known Defect List _____

2. MANUALS & TECHNICAL DOCUMENTS

12 checks

- ☐ Vessel Owner's Manual _____
- ☐ Electrical Drawings _____
- ☐ Hydraulic Drawings _____
- ☐ Tank Drawings _____
- ☐ Engine Manuals _____
- ☐ Generator Manuals _____
- ☐ Watermaker Manual _____
- ☐ Air Conditioning Manuals _____
- ☐ Inverter / Charger Manuals _____
- ☐ Passerelle Manual _____
- ☐ Bow/Stern Thruster Manuals _____
- ☐ Navigation Equipment Manuals _____

3. ENGINES

12 checks

- ☐ Engine Model Recorded _____
- ☐ Serial Numbers Recorded _____
- ☐ Operating Hours Recorded _____
- ☐ Last Oil Change Date _____
- ☐ Last Filter Change Date _____

- ☐ Oil Level Check
- ☐ Coolant Level Check
- ☐ Belt Condition Check
- ☐ Leak Inspection
- ☐ Alarm Panel Check
- ☐ Cold Start Test
- ☐ Sea Trial Test

4. GENERATORS

9 checks

- ☐ Number of Generators
- ☐ Model Recorded
- ☐ Serial Number Recorded
- ☐ Operating Hours
- ☐ Last Service Date
- ☐ Seawater Check
- ☐ Exhaust Check
- ☐ Output Voltage Check
- ☐ Load Test Completed

5. ELECTRICAL SYSTEM

9 checks

- ☐ Shore Power Working
- ☐ Generator Transfer Switch Working
- ☐ Inverter Working
- ☐ Battery Charger Working
- ☐ All Batteries Documented
- ☐ Voltage Checks Done
- ☐ Battery Monitor Check
- ☐ Breaker Panels Check
- ☐ Emergency Lighting Check

6. WATERMAKER

8 checks

- ☐ Brand / Model Recorded
- ☐ Serial Number
- ☐ Operating Hours
- ☐ Producing Water
- ☐ Pressure Check
- ☐ Filter Check
- ☐ Membrane Check
- ☐ Pickling Procedure Known

7. AIR CONDITIONING

6 checks

- ☐ All Units Operating
- ☐ Chiller Working
- ☐ Circulation Pumps Check
- ☐ Condensate Drains Check
- ☐ Thermostats Check
- ☐ Seawater Pump Check

8. FUEL

6 checks

- ☐ Tank Capacity Recorded
- ☐ Tank Levels Recorded
- ☐ Fuel Transfer System Check
- ☐ Fuel Polishing System (if fitted)
- ☐ Last Bunkering Date
- ☐ Water Separators Check

9. WATER SYSTEMS

6 checks

- ☐ Fresh Water Pumps
- ☐ Hot Water System
- ☐ Water Heater
- ☐ Grey Water System
- ☐ Black Water System
- ☐ Tank Indicators Working

10. HYDRAULICS

6 checks

- ☐ Passerelle
- ☐ Bathing Platform
- ☐ Tender Crane
- ☐ Steering System
- ☐ Hydraulic Power Pack
- ☐ Leak Inspection

11. NAVIGATION

10 checks

- ☐ Radar
- ☐ GPS
- ☐ Chart Plotters
- ☐ AIS
- ☐ Main VHF
- ☐ Handheld VHF

- ☐ Autopilot
- ☐ Depth Sounder
- ☐ Navigation Lights
- ☐ Horn

12. SAFETY EQUIPMENT

9 checks

- ☐ Liferaft
- ☐ EPIRB
- ☐ SART
- ☐ Lifejackets
- ☐ Fire Extinguishers
- ☐ Engine Room Fire Suppression
- ☐ Smoke Signals
- ☐ Flares
- ☐ First Aid Kit

13. TENDER & TOYS

7 checks

- ☐ Tender
- ☐ Outboard Engine
- ☐ Seabob
- ☐ Paddle Boards
- ☐ Water Toys
- ☐ Chargers
- ☐ Keys

14. ACCESS CODES

8 checks

- ☐ Google Account
- ☐ WiFi Password
- ☐ Starlink
- ☐ Navigation Accounts
- ☐ CCTV System
- ☐ Alarm System
- ☐ Smart TV
- ☐ Streaming Services

15. SPARE PARTS

10 checks

- ☐ Impellers
- ☐ Belts
- ☐ Fuel Filters
- ☐ Oil Filters

- ☐ Air Filters _____
- ☐ Spare Pumps _____
- ☐ Spare Bilge Pumps _____
- ☐ Hydraulic Oil _____
- ☐ Engine Oil _____
- ☐ Generator Service Kits _____

16. SEA TRIAL

10 checks

- ☐ Maximum Engine RPM _____
- ☐ Cruising RPM _____
- ☐ Maximum Speed _____
- ☐ Engine Temperatures _____
- ☐ Oil Pressures _____
- ☐ Fuel Consumption _____
- ☐ Autopilot Operation _____
- ☐ Thruster Operation _____
- ☐ Vibration Check _____
- ☐ Noise Check _____

17. TOOLS & EQUIPMENT

8 checks

- ☐ Hand Tools Set _____
- ☐ Power Tools _____
- ☐ Diagnostic Equipment _____
- ☐ Electrical Testing Tools _____
- ☐ Plumbing Tools _____
- ☐ Spare Batteries / Chargers _____
- ☐ Tool Storage Location Confirmed _____
- ☐ All Keys Accounted For _____

Helmy answers 45 of these 146 from the boat's own record.

Models, serials, running hours, last service dates and whether a certificate is in date are facts about the vessel, not observations on the day - they live in her record and a handover should not ask anybody to type them twice. The boxes marked in gold above are those checks. Free for one boat at helmyapp.com.