

# CIRCULAR

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TO MEMBERS OF THE ASSOCIATION

Dear Member:

## NEW AMERICAN CLUB SURVEY REPORT FORMS

The Ship Technical Committee (STC) of the International Group of P&I Clubs (IG), on which the American Club is represented, has developed a common format for condition survey reports in the interests of promoting consistency of reporting techniques and standards.

This common survey form has several benefits, not least of which is the assistance it is intended to provide to surveyors who, it is hoped, will benefit from having a familiar and consistent format under which to issue their reports. This, in turn, should ultimately benefit all clubs in the maintenance of a common standard for surveying and reporting.

Members should note that the American Club has adopted the IG common form of condition survey report for use in all its pre-entry or other condition surveys.

In view of the new survey form being intended for immediate use, Members may find it useful to review the attached guidelines and access the attached interactive PDF forms - presently versions 2.01. These are now available on the Club's website at [www.american-club.com](http://www.american-club.com).

As always, the Managers will be pleased to respond to any and all enquiries arising from the above. Please direct these to Mr. John Poulson or Mr. Richard Gayton of the Loss Prevention, Risk Control and Technical Services Department at [surveys@american-club.net](mailto:surveys@american-club.net), or to fax number +1 212-847-4596.

Yours faithfully,

A handwritten signature in black ink that reads "Joseph E.M. Hughes". The signature is written in a cursive style and is positioned above a horizontal line.

Joseph E.M. Hughes, Chairman & CEO  
Shipowners Claims Bureau, Inc., Managers for  
**THE AMERICAN CLUB**