

# MYKONOS BASE

**ARRIVAL &  
PROCEDURE  
INFO**



[www.istion.com](http://www.istion.com)

# welcome aboard!

**BASE CONTACT &  
SUPPORT ON SITE:**

Tel +30 210 9811 515

Check-in time: **17.00pm**

Check-in Base: **Mykonos-Tourlos**

Check-out time: **09.00am**

Check-out Base: **Mykonos-Tourlos**

**[ Yacht should be returned to Base, the day before  
the end of the charter period, the latest by 18.00pm ]**



**ISTION YACHTING HEADQUARTERS:** 1, Poseidonos Ave., 174 55 Alimos, Athens-Greece, **tel** +30 210 9811 515, **fax** +30 210 9811 990

**CHARTER MANAGER:** Mr. Dimitris Mylonas, **GSM** +30 6945 768 180

### ▶ PRIOR TO YOUR TRIP

Kindly do make sure we have received the following documents - which are required during check-in - at least two weeks before embarkation and we will take care of paper formalities and save you from facing any inconvenience or delay during check-in procedure:

#### Passport Copies

Skipper, Co-Skipper & Charterer if different person from the above

#### Sailing License

Skipper's Sailing license, or attestation of his sailing experience

#### Crew list

already provided to you via e-mail must be filled in, complete with full names, passport numbers, dates of birth, gender & skipper's cell phone number

#### Arrival info

Arrival date & time, Airline, Flight number, Departure airport, hotel you may be staying in Greece before your charter

#### Departure info

Scheduled departure date & time

#### Special requirements

or extras (such as provisioning list, etc.) if any

*Please help us best process your documentation by stating your Istion booking reference code in your e-mail or fax subject.*

### ▶ ARRIVAL IN MYKONOS

#### Transfer to base

The easiest way to reach Mykonos Marina is to take a Taxi. In case you are facing any difficulty, please call our Base Contact to assist you. You may also rent a car or Mini Bus on spot. Ask the Taxi driver to take you to Marina (Tourlos area) and once inside the marina head to the meeting point where our staff will be expecting you.

### ▶ ARRIVAL TO BASE

Istion's Base Contact & staff have been advised on the details of your arrival and will be expecting you at the meeting point indicated on the map above.

#### IN CASE OF LATE ARRIVAL

- **Our staff will wait for you** until approximately 20.00 hrs at night.
- **Your yacht will be ready & unlocked for you.** Aboard you will find a welcoming message providing you with basic instructions for your first night aboard. Should you face any difficulty or problem, do not hesitate to contact our Base Staff (available to assist you on a 24/7 basis).
- **Check-in procedure will take place the next morning.**

### ▶ CHECK-IN PROCEDURE

Check-in procedure has to be attended by and performed with Skipper & Co-Skipper only.  
Check-in procedure involves 3 steps:

#### 01. Formalities & Documentation

Before you check-in, you will be handing over at Istion's Welcome Desk the documents required for check in and we will take care of formalities such as signing required documents, handing the yacht's formal documentation & concluding any pending payments (i.e. security deposit & any extras).

#### SECURITY DEPOSIT

As stated in the booking terms & conditions please note that Security deposit is to be paid via Master or Visa credit card only, no debit cards or personal checks accepted.

#### 02. Inventory list inspection

You will be provided with an inventory list so you may check and confirm inventory delivered with the yacht.

#### 03. Technical inspection

Yacht condition is checked with our staff who will demonstrate basic functional / operational features of the yacht and her equipment.

### ▶ CHECK-OUT PROCEDURE

**Yacht should be returned to Base, a day before the end of the charter period, latest by 18.00pm.** To help us be of better service please advise our Base Manager of your **expected arrival time to base, in advance.**

**Upon your return, before entering Mykonos Marina, you should first refill the fuel tank at Mykonos Marina fuel station.** For more information, please ask the Base Manager. Once you are done refueling, you can enter the marina, our staff will be waiting for you where the yacht was moored on the day you departed from the marina.

If during your trip you have noticed any sort of problem or malfunction of the yacht we would be very grateful if you could advise our staff. It is essential to maintaining a high quality fleet of yachts for you, that you provide us with any remarks regarding the function and the condition of our vessels, even minor ones, as we believe that detail makes the difference.

During check-out you are kindly asked to allow our staff to come aboard and inspect the yacht and her equipment; your presence is not mandatory so you will not be wasting any time on this. This inspection is detailed, as we need to assure that the yacht will be in perfect condition, not lacking any inventory, for the following clients chartering her after you. After every charter, the yacht is also inspected underwater by the diver so as to avoid any inconvenience.

# MYKONOS BASE

## ARRIVAL & PROCEDURE INFO



### ▶ GENERAL INFORMATION

#### Typical itineraries

Below you may find indicative itineraries - subject to change according to weather conditions & only feasible weather permitting:

#### Two weeks itinerary

DAY	LOCATION
01 Saturday	Mykonos Marina (17:00) Check in
02 Sunday	Paros
03 Monday	Naxos
04 Tuesday	Donousa/Iraklia/Koufonisia
05 Wednesday	Amorgos
06 Thursday	Ios
07 Friday	Santorini
08 Saturday	Folegandros
09 Sunday	Milos
10 Monday	Polyaigos/Kimolos
11 Tuesday	Kimolos/Sifnos
12 Wednesday	Serifos
13 Thursday	Syros
14 Friday	Rinia/Delos/Mykonos Marina
15 Saturday	Mykonos Marina (09:00) Check out

#### One week itinerary

DAY	LOCATION
01 Saturday	Mykonos Marina (17:00) Check in
02 Sunday	Naxos
03 Monday	Koufonisia
04 Tuesday	Paros or Antiparos
05 Wednesday	Sifnos
06 Thursday	Syros
07 Friday	Rinia/Delos/Mykonos Marina
08 Saturday	Mykonos Marina (09:00) Check out

We wish you a wonderful sailing vacation!

THE ISTION YACHTING TEAM