

## Compensation After an Oil Spill from a Ship or Boat: Local Government Checklist

**!** *This checklist is for municipal, local and Indigenous governments. It can help integrate cost recovery into your oil spill response planning. Incorporating the suggested steps below directly into your response can simplify the claims process afterward.*

Ship and Rail Compensation Canada manages two funds: the Ship Fund and the Rail Fund.

The [Ship Fund](#) compensates anyone affected by oil spills from ships or boats in Canadian waters.

### 1. What criteria must be met for the Ship Fund to accept your claim?

<p>A. Was the oil spill caused by a ship or boat?</p> <ul style="list-style-type: none"> <li>• Mystery spills can also be compensated when it is impossible to determine the source of the oil spill.</li> </ul>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>B. Claims are submitted within two years of the incident.</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered “yes” to both questions, compensation may be available from the Ship Fund. If you are unsure, you should contact us.

- More information on our eligibility criteria can be found on our website.

### 2. What types of damages and losses are covered?

Municipal, local, and Indigenous governments can be compensated for all the following damages and losses.

One claimant can suffer multiple types of damages and losses—check all that apply:

- |   |   |
|---|---|
| <input type="checkbox"/> Response and clean-up costs<br><input type="checkbox"/> Environmental measures<br><input type="checkbox"/> Property damage | <input type="checkbox"/> Economic loss (including future losses)<br><input type="checkbox"/> Subsistence losses and some cultural losses<br><input type="checkbox"/> Others: contact us to discuss further. |
|---|---|

**Contact and resources for more information:**

Website: [www.ship-rail.gc.ca/ship](http://www.ship-rail.gc.ca/ship) | Email: [info@sr-nr.gc.ca](mailto:info@sr-nr.gc.ca) | Phone: 1-866-991-1727

### 3. How to claim?

Steps	Description	Step Status Update (complete, in progress, or pending)
1	<p>Document your damages, losses, expenses and/or costs, as well as decisions you have made, as soon as possible. Ideally, this is part of your incident management process. Examples include:</p> <ul style="list-style-type: none"><li>• contracts, statements of work, price quotes, invoices, and receipts</li><li>• financial records or tax documentation</li><li>• deeds and land surveys</li><li>• appraisals, assessments, and survey reports</li><li>• photographs and maps</li><li>• incident action plans, logbooks, or correspondence</li></ul>	
2	<p>Before you submit your claim, ensure it addresses the following key points. Look for our forms and manuals on our website for additional help.</p> <ul style="list-style-type: none"><li>• Demonstrate the incident was caused by a ship or a boat.</li><li>• Describe the actions you took in response and why.</li><li>• Detail the extent of the damage and/or losses you incurred.</li><li>• Specify the amount you spent and why this amount was reasonable.</li><li>• Provide evidence to support your claim (see Step 1).</li></ul>	
3	<p>Submit your claim by email or by mail to the Ship and Rail Compensation Canada - Ship Fund.</p>	

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