

CHECK LIST No. 10. CHANGE OF REGISTERED ADDRESS OF OWNER:

1	The <u>authorized person</u> of the owner (not below the rank of Company Secretary) has to inform the registrar (and Mortgagee banks, if any) about the change of registered address <u>without delay</u> .	
2	A certified copy of either the court order approving such change (if interstate) <u>or</u> ROC Form no. 18 (if intrastate) duly registered.	
3	Specific No objection letter addressed to the Registrar of Ships from <u>all</u> the mortgagee banks regarding the change of address of the company.	
4	Original Board Resolution signed by the Company Secretary or at last 2 directors regarding the change of registered address.	
5	The names of all vessels owned by the company are to be given. (v). Copy of last command change duly endorsed by MMD to be furnished for each vessel.	
6	Copy of last command change duly endorsed by MMD and Master's Certificate of Competency.	
7	Undertaking that the existing Certificate of Registry will be surrendered for cancellation within a period of one month from the date of issuance of new amended Certificate of Registry.	
8	Bharat Kosh payment receipt of Rs. 1000/-	

REGSITRY ALTERATIONS – OTHER RELATED ISSUES :

1	In case the transmission is on account of insolvency, the 'Declaration of Transmission' shall be accompanied by proper proof of such claim	
2	In case the transmission is on account of death the 'Declaration of Transmission' shall be accompanied by a succession certificate, probate or letters of administration under the Indian Succession Act 1925 or a duly certified copy thereof	
3	In case the ship by virtue of such transfer, ceases to be an Indian Ship, DG is to be informed <u>immediately</u> for further necessary action such as approaching the High Court within 60 days etc.	

Note: - Photocopy of any documents enclosed / attached as per the checklist should be duly signed and stamped by the company authoursied person only. Without aforesaid attestation and stamp no documents shall be accepted by this office.