

**MERCANTILE MARINE DEPARTMENT MUMBAI****Checklist No.1 - Issuance of new CSR (No.1) for new built vessel registered in India**

	<b>Name of Ship:</b>	<b>IMO Number:</b>	<b>GRT:</b>
<b>Sr. No</b>	<b>Documents Required</b>	<b>Explanation</b>	<b>Submitted Yes/No/NA</b>
1	Application by the Company in letter head with completed checklist		
2	Fee receipt for <b>Rs.50,000/-</b> paid through Bharatkosh portal		
3	Form-1 duly filled as per the annexure with the signature of authorized person of the company with contact details		
4	Copy of Certificate of Registry	Provisional or Permanent as applicable	
5	Evidence of Registered Owner Identification Number issued by LR fairplay	Not required if owner and manager are same	
6	Evidence of Company Identification Number	Not required if copy of DOC is submitted as per Sr.No.8	
7	Copy of Certificate of Class	In case of dual class vessels certificate from both the class to be submitted	
8	Copy of Document of Compliance	Not applicable for vessels less than 500 GT	
9	Copy of Interim Safety Management Certificate	Not applicable for vessels less than 500 GT	
10	Copy of Interim Ship Security Certificate	International or Coastal as applicable	

<b>Note:</b>	1) If the required documents are not submitted along with the application then the application will be rejected and Fee will not be refunded.
	2) If the Form-1 not filled up properly then the application for CSR will be rejected and fee will be forfeited.
	3) Company shall respond to the queries, if any, raised by the MMD within one week. If no response received from the company within one week then the application will be rejected and fee will be forfeited.
	4) In case of rejection of application, company should apply again properly with applicable fee.

I hereby certify that the application for CSR is submitted along with the supporting documents stated above.

I am fully aware of the fact that any incomplete application will be rejected and fee will not be refunded.

Date:

Name and signature of authorized person of the company.

