

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

1	<p>The <u>authorised 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> along with (i). A certified copy of either the court order approving such change (if interstate) <b>or</b> ROC Form no. 18 (if intrastate) duly registered (ii) Specific No objection letter addressed to the Registrar of Ships from <b>all</b> the mortgagee banks regarding the change of address of the company and (iii). <b>Original Board Resolution signed by the Company Secretary</b> regarding the change of registered address is to be submitted as evidence to update the Certificate of Registry and Register accordingly (iv). 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.</p> <p>Existing Certificate of Registry is to be submitted for correction. If that is not practical, then fresh Certificate of Registry can also be issued which can be placed on board before surrendering the existing registry for cancellation along with a copy of the Certificate of Competency of the Master and evidence of the latest change of command.</p>
---	---

**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, <b>DG</b> 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.**