

**CHECK LIST No.2 – REGISTRY ANEW OF INDIAN SHIPS INCLUDING CONVERSIONS** (Page 1 of 1)

No.	The under mentioned documents are required :	Y/N
Registry anew is required when the vessel is rebuilt with material changes affecting the main dimensions such as length / type of ship etc. The old registry would be closed and the vessel would be registered anew in a fresh page of the Register. Mortgages, if any, would be carried over to the new registry.		
1	<b>Original Board Resolution</b> signed by the Company Secretary (or two directors) of the company stating the reasons for registry anew <b>and</b> authorizing a person to sign 'Declaration of ownership' is required.	
2	'Declaration of ownership' (in prescribed form available on request at this office) is to be filled up and endorsed by authorised person of <b>Buyer</b> before the Registrar / competent authority authorised by him. The number of shares is to be mentioned clearly (e.g. FULL / 10 of 10 / All Ten etc).	
3	Original 'Certificate of Registry' is to be surrendered with the latest change of command endorsed	
4	Tonnages are to be approved	
5	'Carving and Marking Note' with new Net Tonnage figure (and change of name if any) to be witnessed and certified by authorised person.	
6	Copy of 'Certificate of Class' for the rebuilt vessel to be submitted.	
7	Original 'Certificate of Survey' to be issued by Indian Register of Shipping	

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