

**CHECK LIST No. 7 –TRANSFER OF PORT OF REGISTRY**

(Page 1 of 1)

| No | Requirements   | Y/N | Remarks |
|----|--|-----|---------|
| 1  | All persons interested in the vessel (as owners and mortgagees) shall apply to the Registrar of her current port of registry on their desire to transfer the port of registry from one port to another port.   |     |         |
| 2  | The Registrar of her port of registry shall refer the application regarding intention of such transfer to the Director General of Shipping   |     |         |
| 3  | On receipt of the Director General's approval, the Registrar concerned shall forward to the Registrar of the intended port of registry an accurate transcript of the particulars of the ship and also the names of the parties appearing in the register book to be interested as owners or mortgagees |     |         |
| 4  | On receipt of the transcript, the registrar of the intended port of registry shall issue a fresh Carving and Marking Note showing the new port of registry. The same is to be certified by an MMD Surveyor if the vessel is in the Indian Coast and returned to the intended port of registry.         |     |         |
| 5  | Once the duly certified Carving and marking Note is received, the registrar of the intended port of registry shall enter the particulars furnished to him in his register book   |     |         |
| 6  | The old certificate of registry is to be surrendered by the owner.   |     |         |
| 8  | Fees can be paid either at the old or the new port of registry   |     |         |
| 9  | Evidence of the last command change duly endorsed by MMD.  |     |         |

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.