

No	Requirements	Y/N
1	The owner / buyer may propose three names (with Hindi translation) in the order of preference, to the Registrar of Ships; as and when required / after the sale is confirmed (Memorandum of Agreement is signed). One of these names if approved by DGS would be communicated to the buyer.	
2	The buyer has to advertise in two <u>leading</u> newspapers (one English and the other vernacular) in the locality of the registered office of the company in the prescribed format (shown below in column no. 6).	
3	If no objection is lodged to the Registrar within 10 days of advertisement, then a 'Carving and Marking' note would be issued which has to be verified and endorsed by an MMD Surveyor if the vessel is at Indian coast or by the Consular Officer, a Surveyor of IRS, any IACS member or duly authorised authority, if abroad.	
4	If the new owner (Buyer) wishes to keep the Name, Official Number, Call Sign and MMSI number of the vessel, he may inform accordingly.	
5	The original C&M Note duly endorsed is to be returned to the registrar.	
Matter for advertisement in news papers given in row no.6		
6	<p style="text-align: center;"><u>CHANGE OF NAME OF SHIP</u></p> <p>WE, (OWNER'S NAME AND FULL POSTAL ADDRESS WITH PIN CODE, TELEPHONE & FAX NUMBERS AND E-MAIL ID) HAVE PURCHASED A SHIP / ARE THE OWNER OF THE SHIP NAMED (NAME OF SHIP IN CAPITAL LETTERS) OFFICIAL NO. () OF (PORT OF REGISTRY). WE INTEND TO CHANGE THE NAME OF VESSEL TO (NEW NAME IN CAPITAL LETTERS). IF ANY ONE HAS OBJECTION, THE SAME MAY BE COMMUNICATED WITHIN 10 DAYS FROM THE DATE OF THIS ADVERTISEMENT TO;</p> <p style="text-align: center;">The Registrar of Indian Ships</p> <p style="text-align: center;">MERCANTILE MARINE DEPARTMENT PRATISHTA BHAVAN, P.B. NO. 11096, 101, M.K.ROAD, MUMBAI 400 020. TEL NO. 022 -2203 98 81 FAX 022- 2201 33 07. E mail: mumbai@mmd.gov.in.</p>	
7	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.	
8	Copy of last command change duly endorsed by MMD	
9	Specific No objection letter addressed to the Registrar of Ships from all the mortgagee banks regarding the change of name of the vessel	

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.