

SHIP REGISTRATION

INTRODUCTION

Article 91 of UNCLOS 111(1982) requires every state to issue ships which it has granted the rights to fly its flag a document to that effect which is known as the “certificate of registry”.

The Nigerian Ship Registration Office (NSRO) is empowered to register ships in accordance with the following Acts:

- I. Merchant Shipping Act. S. 5-81 (part ii & iii)
- II. NIMASA Act 2007 S. 28-32 (part viii)
- III. Coastal and Inland Shipping Act S. 22-28 (part v)

Types of Ship Registration

- ✓  Provisional Registration:
 - ✓ Flag Registration
 - ✓ Bareboat Registration (Flag/Cabotage)
 - ✓ Cabotage Registration (Wholly Nigerian Owned, Joint Venture, Foreign Category)

Registers Maintained by the Nigerian Ship Registry

- ✓ Register for merchant ships.
- ✓ Register for fishing vessels.
- ✓ Register for ships under construction.
- ✓ Register for ship under bareboat charter and other charters exceeding 12 months
- ✓ Register of licensed ships below 15 gross tons.
- ✓ Register for Floating Production Storage and Offloading (FPSO) and Floating Storage and Offloading (FSO).
- ✓ Special Cabotage Register for Wholly Nigerian Owned Vessels.
- ✓ Special Cabotage Register for Bareboat Chartered Vessels.
- ✓ Special Cabotage Register for Foreign Owned Vessels
- ✓ Register of Boats with Engine of 200 Horse-Power and Above.

APPLICANT'S GUIDE

LEARN HOW TO REGISTER WITH THE NIGERIAN SHIP REGISTRATION OFFICE

- STEP 1- Send an application to the Director-General with all supporting documents required for your request (Check the requirement page)
- STEP 2- Liaise with the Nigerian Ship Registry Office for payment of the required fees.
- STEP 3- Pick up your certificate/ document from the Nigerian Ship Registry Office

MINIMUM SHARE CAPITAL FOR VESSEL OWNERS (COMPANIES ONLY)

The minimum share capital for any vessel owned by a Nigerian company is N25,000,000.00

RESERVATION AND APPROVAL OF SHIP NAMES

The Application for Registration allows an owner to specify a preferred name for a ship and any alternatives, should the preferred name be unavailable. It is also possible to check on name availability before submitting the application and to reserve preferred names. This can be done by visiting the Nigerian Ship Registration Office.

A proposed name may be refused for any of the following reasons:

- It is already the name of a Nigerian registered ship
- It is a name so similar to an existing name that it could pass off as belonging to the same owner.
- It is likely to cause offence or embarrassment to the flag.
- It is calculated to deceive or offend the public interest.

Reservation of name is for a 60 days period after which the name shall lapse.

SCHEDULE OF FORMS

Find all the forms you need [HERE](#)

CONTACT US:

All official correspondence should be addressed to:

The Director General/CEO
Nigerian Maritime Administration & Safety Agency
4, Burma Road
Apapa
Lagos, Nigeria

Email: registrarofships@nimasa.gov.ng

Further documentation to be submitted to:

Registrar of Ships
Nigerian Ship Registration Office
4, Burma Road.
Apapa.
Lagos, Nigeria.

Email: registrarofships@nimasa.gov.ng

SHIP REGISTRY UNIT TARIFF

S/N	FLAG REGISTRATION FEES	AMOUNT
1.	Flag Registration 15 tons - 200 tons	₦100,000.00
	201 tons – 1000 tons	₦120,000.00
	On every subsequent 1000 tons above the initial 1000 tons	₦20,000.00
2.	Provisional Registration of FPSO and FSO	₦500,000.00
3.	Provisional Registration of Rig	₦200,000.00
4.	Provisional Registration of other vessels	₦100,000.00
5.	Consent to Mortgage or Consent to Sell	₦50,000.00
6.	Change of Ownership 15 tons - 200 tons	₦100,000.00
	201 tons – 1000 tons	₦120,000.00
	On every subsequent 1000 tons above the initial 1000 tons	₦20,000.00
7.	Registration of Mortgage	₦100,000.00
8.	Registration of Cabotage Vessel Operators	₦100,000.00
	Renewal of Cabotage Vessel Operators	₦25,000.00
9.	Availability/Approval of Vessel Name	₦50,000.00
10.	Reservation of Name	₦50,000.00
11.	Carving and Marking Note	₦50,000.00
12.	Placement of Caveat	₦40,000.00
13.	Bill of Sale	₦35,000.00
14.	CTC of Document	₦2,000.00 per page
15.	CTC of Certificate	₦50,000.00
16.	Suspension of Registration	₦50,000.00
17.	Placement of Notation	₦100,000.00
18.	Re-Issuance of Certificate	₦40,000.00
19.	Renewal of Registration	Half of the total cost of registration fees
20.	Mortgage Form	₦30,000.00
21.	Application for Ship Registration Form	₦20,000.00
22.	Deletion Certificate	₦50,000.00
23.	Legal Search	₦20,000.00
24.	Certificate of Encumbrance	₦50,000.00
25.	Transcript of Registry	₦50,000.00
26.	Change of vessel name	₦50,000.00
27.	Penalty for loss of Certificate of Registry	₦100,000.00
28.	Official request for letter	₦25,000.00

29.	Penalty for late renewal of flag registration 3 -6 months	₦50,000.00
	6 months -1year	₦100,000.00
	Above 1 year	₦150,000.00 flat

CABOTAGE REGISTRATION FEES

S/N	CABOTAGE REGISTRATION FEES		AMOUNT
1.	VESSEL TONNAGE	FOREIGN VESSELS	NIGERIAN VESSELS
	1 – 1,000 Grt	USD 1,000.00	₦ 50,000.00
	1,000 – 10,000 Grt	USD 1,500.00	₦ 75,000.00
	Every subsequent 1,000 Grt above 10,000	USD 250.00	₦ 15,000.00
2.	Renewal of Cabotage Special Registration		Half of the registration fees
3.	Legal search fees		₦ 5,000.00
4.	Inspection of Cabotage Special Registration		₦ 2,000.00
5.	Certified True Copy of particulars of ship		₦ 2,000.00 for each document certified
6.	Exemption fees for Government owned vessels and Non-Government owned vessels		₦ 5,000.00
7.	Annual endorsement of certificate Cabotage-Special Registry		₦ 10,000.00
8.	Penalty for late renewal of Cabotage registration 3 -6 months		₦ 20,000.00
	2. 6 -12 months		₦ 40,000.00



REQUIREMENTS FOR FLAG STATE REGISTRATION

Formal letter of application by the owner or authorized representative
Mandate Form duly signed by a director of the company as indicated in the particulars of Directors (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Copy of the company's Current Tax Clearance Certificate
Copy of Bank Reference letter
Duly completed Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company.
Duly completed Application for Approval of Ship's Name Form by the Director or an authorized representative duly nominated by the company
Duly completed Application for Registration of Ship form by the Director or an authorized representative duly nominated by the company
Return expired Provisional Certificate of Registry (where applicable)
Copy of the Vessel's Insurance Policy (current)
Copy of current Registration License as a shipping company with NIMASA
Copy of existing Class Certificate (where applicable) – Original to be sighted
Copy of Bill of Sale – Original to be sighted
Copy of Deletion Certificate (foreign flagged vessel only) – Original to be sighted
Copy of Builders Certificate (for new buildings only)
Certificate of Approved Plan Specifications and Drawings (for new builds only)
Certificate of Tonnage Measurement
Condition Survey Report
Photos of bow and stern of the vessel showing her official number, the registered tonnage name and port of registry duly marked permanently and conspicuously

Copy of Letter of Assurance (Fishing Vessels only)
NIMASA's official receipt for payment of registration fees
Original copy of the below listed documents to be provided for sighting by the applicant (where applicable):
I. Class Certificate
II. Bill of Sale
II. Deletion Certificate

REQUIREMENTS FOR CHANGE OF OWNERSHIP REGISTRATION

Formal letter of application for change of ownership by the new owner or authorized representative.
Mandate Form duly signed by a Director of the company as indicated in the particulars of Directors (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Duly Completed Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company
Copy of the company's Current Tax Clearance Certificate
Duly completed Application for Registration of Ship Form by the Director or an authorized representative duly nominated by the company
Duly completed Application for Approval of Ship's Name Form by the Director or an authorized representative duly nominated by the company
Copy of Bank Reference letter
Copy of Bill of Sale – Original to be sighted
Copy of existing Class Certificate (where applicable) – Original to be sighted
Return of Certificate of Registry (in respect of the former owner)
Copy of the Vessel's Insurance Policy (current)
Copy of Registration license as a shipping company with NIMASA
Copy of Consent Letter
Condition Survey Report (where applicable)
NIMASA Official receipt for payment of change of ownership fees
Original copy of the below listed documents to be provided for sighting by the applicant (where applicable):
I. Class Certificate
II. Bill of Sale

REQUIREMENTS ON PROVISIONAL REGISTRATION

Formal letter of application by the owner or authorized representative
Mandate Form duly signed by a Director of the company as indicated in the particulars of Director (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Copy of the company's Current Tax Clearance Certificate
Copy of International Tonnage Certificate (where applicable)
Copy of existing Certificate of Class (where applicable) - Original to be sighted
Photographs of vessel showing hull, structure and deck
Duly completed Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company
Duly Completed Application for Registration of Ship Form by the Director or an authorized representative duly nominated by the company
Copy of Bill of Sale - Original to be sighted
Copy of Deletion Certificate (foreign flagged vessel only) - Original to be sighted
NIMASA's official receipt for payment of provisional registration fees
Original copy of the below listed documents to be provided for sighting by the applicant (where applicable): I. Class Certificate II. Bill of Sale II. Deletion Certificate

REQUIREMENTS FOR CHANGE OF VESSEL NAME

Formal letter of application by the owner or authorized representative
Board Resolution under seal by the Directors of the company as indicated in the particulars of Directors authorizing the change of name.
Duly completed Application for Change of Vessel's Name
Return of the Certificate of Registry bearing the former name
An Affidavit stating the reasons for the change of name
NIMASA's official receipt for payment of change of vessel name fees

REQUIREMENTS FOR GRANTING OF CONSENT TO MORTGAGE

Formal letter of application by the owner or authorized representative.
Board Resolution under seal by the Directors of the company as indicated in the particulars of Directors authorizing the mortgage (Corporate owners only)
NIMASA's receipt for payment of consent to mortgage fees

REQUIREMENTS FOR RENEWAL OF FLAG REGISTRATION

Formal letter of application by the owner or authorized representative
Copy of the company's Current Tax Clearance Certificate
Return of expired Certificate of Registry
Copy of the Vessel's Insurance Policy (current)
Copy of existing Class Certificate (where applicable) – Original to be sighted
Copy of current Registration license as shipping company with NIMASA
Renewal Condition Survey Certificate
NIMASA's official receipt for payment of flag renewal fees
Original copy of the Class Certificate to be provided for sighting by the applicant (where applicable)

REQUIREMENTS FOR DELETION CERTIFICATE

Formal application by the owner or authorized representative
Board Resolution under seal by the Directors of the company as indicated in the particulars of Directors authorizing the deletion of the vessel from the Registry
Return Original Certificate of Registry
NIMASA's official receipt for payment of Deletion of Certificate fees

REQUIREMENTS FOR REGISTRATION OF MORTGAGE

Formal letter of application by the owner or authorized representative.
Copy of the executed Deed of Mortgage duly stamped by FIRS and CAC
Copy of Certificate of Registration of Mortgage with CAC
Return of duly executed NIMASA's Statutory Mortgage forms (signed and sealed) with stamp duty paid
Copy of the grant of consent letter issued by NIMASA
NIMASA's official receipt for payment of registration fees

REQUIREMENTS FOR GRANTING OF CONSENT TO SELL

Formal letter of application by the owners or authorized representative
Board Resolution under seal by the Directors of the company as indicated in the particulars of Directors authorizing the sale (Corporate owners only)
NIMASA's official receipt for payment of fees for consent to sell.

REQUIREMENTS FOR CABOTAGE SHIP REGISTRATION (WHOLLY NIGERIAN OWNED VESSEL)

Formal letter of application by the owner or authorized representative
Mandate Form duly signed by a Director of the company as indicated in the particulars of Director (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Duly completed Application for Registration to Participate in Cabotage trade (Wholly Nigerian Owned vessel) Form by the Director or an authorized representative duly nominated by the company
Duly completed Cabotage Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company.
Duly completed Cabotage Crew List Declaration form
Copy of evidence of payment for waiver fees on build (where applicable)
Copy of Certificate of Nigerian Ship Registry
Copy of the company's Current Tax Clearance Certificate
Copy of the Vessel's Insurance Policy (current)
Copy of current Registration license as a shipping company with NIMASA
Copy of the Vessel's Annual Survey Certificate or Valid Class Certificate (where applicable)
NIMASA's official receipt for payment of Cabotage registration fees
Original copy of the Class Certificate to be provided for sighting by the applicant (where applicable)

REQUIREMENTS FOR RENEWAL OF CABOTAGE REGISTRATION
(WHOLLY NIGERIAN OWNED VESSEL)

Formal letter of application by the owner or authorized representative
Copy of evidence of payment for waiver renewal fees on build
Copy of the Vessel's Annual Survey Certificate or Valid Class Certificate (where applicable)
Copy of Certificate of Nigerian Ship Registry
Copy of current Registration License as a Shipping Company with NIMASA
Copy of the company's Current Tax Clearance Certificate
Copy of the Vessel's Insurance Policy (current)
Returned of expired original Cabotage Certificate of Registry
NIMASA's official receipt for payment of Cabotage renewal fees
Original copy of the Class Certificate to be provided for sighting by the applicant (where applicable)

REQUIREMENTS CABOTAGE SHIP REGISTRATION
(FOREIGN OWNED / NIGERIAN FLAG VESSEL)

Formal letter of application by the owner or authorized representative
Mandate Form duly signed by a Director of the company as indicated in the particulars of Director (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Copy of Nigerian Certificate of Ship Registry
Copy of evidence of payment for waiver on ownership
Copy of evidence of payment for waiver on build (where applicable)
Copy of the company's Current Tax Clearance Certificate
Copy of the Vessel's Insurance Policy (current)
Copy of current Registration License as a Shipping Company with NIMASA
Duly completed Application for Registration to Participate in Cabotage Trade (foreign owned) form
Duly completed Cabotage Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company.
Duly completed Cabotage Crew List Declaration (where applicable)
NIMASA's official receipt for payment of registration fees

REQUIREMENTS FOR RENEWAL CABOTAGE SHIP REGISTRATION
(FOREIGN FLAG VESSEL)

Formal letter of application by the owner or authorized representative
Copy of Nigerian Certificate of Ship Registry
Copy of evidence of payment for waiver on ownership
Copy of evidence of payment for waiver on build (where applicable)
Copy of the company's Current Tax Clearance Certificate
Copy of the Vessel's Insurance Policy (current)
Copy of current Registration License as Shipping Company with NIMASA
NIMASA's official receipt for payment of renewal fees

REQUIREMENTS FOR CABOTAGE SHIP REGISTRATION
(BAREBOAT CHARTERED VESSEL)

Formal letter of application by the charterer or authorized representative
Mandate Form duly signed by a Director of the company as indicated in the particulars of Director (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Duly completed Application for Registration to Participate in Cabotage Trade (Bareboat Chartered Vessel) Form
Duly completed Cabotage Declaration of Ownership Form with passport photograph of the Director or an authorized representative duly nominated by the company.
Duly completed Cabotage Crew List Declaration (where applicable)
Copy of Certificate of Nigerian Ship Registry
Copy of the Vessel's Annual Survey Certificate or Valid class certificate (where applicable)
Copy of the Vessel's Insurance Policy (current)
Copy of evidence of payment for waiver fees on build (where applicable)
Copy of the company's Current Tax Clearance Certificate
Copy of current Registration License as a Shipping Company with NIMASA
NIMASA's official receipt for payment of bareboat registration fees
Original copy of the Class Certificate to be provided for sighting by the applicant (where applicable)

REQUIREMENTS FOR RENEWAL OF BAREBOAT CHARTERED VESSEL CABOTAGE SHIP REGISTRATION

Formal letter of application by the charterer or authorized representatives
Copy of Certificate of Nigerian Ship Registry
Copy of evidence of payment for waiver fees on build (where applicable)
Copy of the Vessel's Insurance Policy (current)
Copy of the Vessel's Annual Survey Certificate or Valid class certificate (where applicable)
Copy of the company's Current Tax Clearance Certificate
Copy of current Registration License as a Shipping Company with NIMASA
Returned original expired Cabotage Bareboat Certificate of Registry
NIMASA's official receipt for payment of Cabotage bareboat renewal fees
Original copy of the Class Certificate to be provided for sighting by the applicant (where applicable)

REQUIREMENTS FOR CABOTAGE SHIP REGISTRATION (JOINT VENTURE OWNED VESSEL)

Formal letter of application by the owners or authorized representatives
Duly completed Application for Registration to Participate in Cabotage Trade (Joint Venture Owned Vessel) Form
Mandate Form duly signed by a Director of the company as indicated in the particulars of Directors (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Duly completed Cabotage Declaration of Ownership form with passport photograph of the of the Director or an authorized representative duly nominated by the company
Duly completed Cabotage Crew List Declaration
Duly completed Cabotage Affidavit Form
Copy of Joint Venture Agreement
Copy of Certificate of Nigerian Ship Registry
Copy of waiver on building (where applicable)
Copy of the company's Current Tax Clearance Certificate
Copy of current Registration License as Shipping Company with NIMASA
Copy of the Vessel's Insurance Policy (current)
NIMASA's official receipt for payment of cabotage registration fees

**REQUIREMENTS FOR RENEWAL OF CABOTAGE SHIP REGISTRATION
(JOINT VENTURE OWNED VESSEL)**

Formal letter of application by the owners or authorized representatives
Copy of evidence of payment for waiver processing fees
Copy of the company's Current Tax Clearance Certificate
Copy of the Vessel's Annual Survey Certificate or Valid Class Certificate (where applicable)
Copy of Certificate of current Registration License as a Shipping Company with NIMASA
Copy of the Vessel's Insurance Policy (current)
NIMASA's official receipt for payment of cabotage registration fees

**REQUIREMENTS FOR BARE BOAT VESSEL
FLAG STATE REGISTRATION**

Formal letter of application by the charterer or authorized representative
Mandate Form duly signed by a Director of the company as indicated in the particulars of Directors (for company owned vessel)
Copy of Certificate of Incorporation
Copy of the CTC of Memorandum and Articles of Association.
Copy of the CTC of Form CAC 7 or CAC 1.1 for companies registered after 2017 (Particulars of Directors)
Copy of the CTC of Form CAC 2 or CAC 1.1 for companies registered after 2017 (Allotment of Shares)
Copy of the company's Current Tax Clearance Certificate
Copy of Bank Reference Letter
Duly completed Declaration of Ownership Form with passport photograph with passport photograph of the of the Director or an authorized representative duly nominated by the company
Duly completed Application for Approval of Ship's Name Form by the Director or an authorized representative duly nominated by the company
Duly completed Application for Registration of Ship Form by the Director or an authorized representative duly nominated by the company
Copy of existing Class Certificate (where applicable) – Original to be sighted
Copy of valid Bareboat Charter Party agreement

Copy of evidence of suspension from original registry – Original to be sighted
Copy of current Registration License as a Shipping Company with NIMASA
Copy of the Vessel's Insurance Policy (current)
Certificate of Tonnage Measurement
Condition Survey Report
NIMASA's official receipt for payment of registration fees
Original copy of the below listed documents to be provided for sighting by the applicant (where applicable):
I. Class Certificate
II. Suspension Certificate

REQUIREMENT FOR RENEWAL OF BAREBOAT FLAG

Formal letter of application by the charterer or authorized representative
Copy of the company's Current Tax Clearance Certificate
Copy of valid Bareboat Charter agreement
Copy of the Vessel's Insurance Policy (current)
Copy of current Registration License as a Shipping Company with NIMASA
Copy of Evidence of Suspension from the original registry – Original to be sighted
Returned expired original Certificate of Registry
Renewal Condition Survey Report
NIMASA's official receipt for payment of registration fees
Copy of existing Class Certificate (where applicable) – Original to be sighted
Original copy of the below listed documents to be provided for sighting by the applicant (where applicable):
I. Class Certificate
II. Suspension Certificate

REQUIREMENTS FOR NOTATION OF MORTGAGE REGISTRATION

Formal letter of application by the charterer, owners of the vessel or authorized representative
Transcript of Register clearly stating the mortgage details or Certificate of Mortgage and a copy of the Deed of Mortgage
NIMASA's official receipt for payment of registration fees

REQUIREMENTS FOR CABOTAGE VESSEL OPERATORS REGISTRATION

Formal letter of application by the owner or authorized representative
Copy of the company's Current Tax Clearance Certificate
Copy of CAC Search Report
Duly completed application form
NIMASA's official receipt for payment of registration fees

REQUIREMENTS FOR LICENSING 200 HORSEPOWER AND ABOVE ENGINE BOATS REGISTRATION

(INDIVIDUAL / NON CORPORATE OPERATORS)

Completed Application/Declaration of Ownership Form (To be attested by the Commissioner of Oath in a court of competent jurisdiction not below a magistrate court or Notary Public.)
Proof of Ownership of Boat and Engine
Valid means of Identification: For Business names -Certificate of Registration of Business Name Individuals- Current Driver's License, International Passport, National Identity Card or Voters' Card
End-User Certificate from the Office of National Security Adviser for new outboard engines imported after April 2017
Picture of the boat showing the engine
NIMASA's official receipt for payment of license fees

REQUIREMENTS FOR RENEWAL OF LICENSING 200 HORSEPOWER AND ABOVE ENGINE BOATS REGISTRATION

(INDIVIDUAL / NON CORPORATE OPERATORS)

Letter of application from the owner or authorised representative
Returned original license
NIMASA's official receipt for payment of renewal of license fees

REQUIREMENTS FOR LOSS OF CERTIFICATE

Letter from the owner or authorised representative notifying the Agency of the loss
Police report
Affidavit of loss
NIMASA's official receipt for payment of penalty fees

REQUIREMENTS FOR CERTIFIED TRUE COPY

Letter of application from the owner or authorised representative
NIMASA's official receipt for payment of CTC fees

REQUIREMENTS FOR SEARCH

Application letter disclosing reason for search
NIMASA's official receipt for payment of search fees

REQUIREMENTS FOR RELEASE OF MORTGAGE

Application letter
Deed of release duly signed and sealed by the Mortgagee
NIMASA's official receipt for payment of fees

REQUIREMENTS FOR REGISTRATION OF PLEASURE CRAFTS (INDIVIDUAL OWNERSHIP)

Formal letter of application for registration by the owner or authorized representative.
Copy of or other valid means of identification
Copy of resident permit for non-citizen
Current tax clearance certificate
Declaration of Ownership Form with passport photograph attached.
Vessel valid insurance certificate
Duly completed Application for Approval of Ship's Name Form by the Director or an authorized representative duly nominated by the company
Duly completed Application for Registration of Ship Form by the Director or an authorized representative duly nominated by the company

Bill of Sale
Deletion Certificate (Foreign Flagged Vessel Only)
Builders Certificate (New Build Only)
Certificate of Approved Plan Specifications and Drawing (For New Builds Only)
Certificate of Tonnage Measurement
Condition Survey Report
Payment for Registration

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