



# REPUBLIC OF THE MARSHALL ISLANDS

## MARITIME ADMINISTRATOR

### Checklist for Vessel Re-Registration after Admiralty Auction

#### Vetting Requirements:

As standard practice, the Administrator undertakes a thorough vetting process of all vessels seeking registration. The vetting process includes due diligence screening of the owning and operating entities, to include actual beneficial ownership of the vessel. For this reason, please identify all natural persons in the vessel ownership structure who ultimately hold a 25% or greater interest in the vessel and indicate the country in which each resides. In the event the vessel ownership structure terminates with no natural person(s) ultimately owning 25% or more interest in the vessel, please provide a statement to that effect and the name(s) of the natural person(s) exercising control of the legal person through other means. Alternatively, if all the ultimate owning legal entities are publicly traded, please provide a statement to that effect and identify the ultimate owning legal entity or entities. This information is kept confidential, but we must have it to satisfy our trade compliance policy.

#### Ownership Structure:

Every RMI registered vessel must be owned through a RMI Entity or a Foreign Maritime Entity. For more information, please contact our Corporate department: [corp@register-iri.com](mailto:corp@register-iri.com)

#### Application/Documentation/Requirements:

1. **Original** Application for Registration, duly acknowledged or notarized ([MI-101A](#)) – a copy is acceptable for registration with original to follow
2. **Original** or **Certified True Copy** of Power of Attorney or Corporate Resolutions: Authority of Agent/Officer
3. Copy of Letter specifying the date the vessel will be sold at Auction and the location or Jurisdiction of the Admiralty Court
4. Copy of ISM Document of Compliance (DOC) issued by Recognized Organization (RO)\*\*
5. Copy of Application for Minimum Safe Manning Certificate ([MI-336](#))\*
6. An Email confirmation if there is any change on Authorized LRIT Service Providers
7. Email Request sent to Regulatory Affairs ([Regulatoryaffairs@register-iri.com](mailto:Regulatoryaffairs@register-iri.com)) for a new DMLC Part I or a National Statement of Compliance for non self-propelled vessels – to be requested after the MI-101 is submitted.
8. Copy of P&I's Cover Note or Certificate of Entry
9. Electronic Original Oil Blue Card for vessels carrying 2000 Tons or more Oil in Bulk\*\*
10. Electronic Original Bunker Blue Card for vessels over 1000 gross tons
11. Electronic Original Wreck Removal Blue Card for vessels over 300 gross tons\*\*
12. Electronic Original Shipowner Liability in Cases of Abandonment Blue Card (Standard A2.5.2), if applicable
13. Electronic Original Treatment of Contractual Claims, Death and Long-Term Disability Blue Card (Standard A4.2.1), if applicable
14. Electronic Original Passenger Liability Blue Card for vessels carrying more than 12 passengers, if applicable
15. Copy of CSR Amendment Form ([MI-203](#)) and Index ([MI-204](#))
16. Copy of Proof of Payment for Re-Registration Fee

\*Required /issued only if the vessel name changes at the time of Re-Registration

\*\*May not be applicable for non self-propelled vessels



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#### Class Documents: (if authorized, these will be requested directly from Class by RMI):

17. Copy of Confirmation of Class Certificate and Class Statement "Fit to Proceed to Sea"
18. Copy of Survey Reports, Special Survey Reports, Statutory Certificates for vessels 15 years of age and above

#### Closing Documents to be received on or prior to the day of Registration:

19. Certified True Copy of Marshall's Bill of Sale or Certified True Copy of Court Order issued by the Admiralty Court (Soon a draft or a simply copy of all court paperwork is available in your hands please sent same for review so to advise you on time if something further required)
20. Copy of Protocol of Delivery and Acceptance, if available
21. Copy of Non-Registration Letter, if applicable

#### Electronic Certificates issued on the day of closing:

22. Provisional Certificate of Registry
23. Temporary Authority Ship Radio License
24. Port Authority Letter
25. Minimum Safe Manning Certificate\*
26. Civil Liability Certificate, if applicable\*\*
27. Civil Liability Bunker Certificate
28. Wreck Removal Liability Certificate\*\*
29. Carriage of Passengers and Luggage Liability Certificate, if applicable\*\*
30. Waiver of the Marshall Islands Age, if applicable for vessels over 20 years of age

#### Post Delivery Documentation to be followed-up:

31. Copy of Safety Management Certificate (SMC) issued by RO, if applicable\*\*
32. Copy of International Ship Security Certificate (ISSC) issued by RO, if applicable\*\*
33. Copy of Maritime Labour Certificate (MLC) issued by RO, if applicable\*\*
34. Copy of LRIT Conformance Test Report (CTR)\* \*\*

#### Electronic Certificate to be issued post closing:

35. CSR for Re-registration\*\*

**The initial forms to be submitted in draft format would be the MI-101 series and the Vetting Requirements, this will give us sufficient information to start our procedures and assign Marshall Islands identifiers. All the aforementioned forms can be submitted in draft format for preclearance prior to execution.**

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