

Requirements for Change of Ownership with Name



THE COMMONWEALTH OF THE BAHAMAS

REQUIREMENTS FOR CHANGE OF OWNERSHIP WITH NAME

All changes of ownership are regarded as new applications and therefore must initially be reviewed by our Inspection and Surveys Department (ISD). In order to start this process, completed Forms R102 (Application to Register a Ship) and R104 (Registration of Managing Owners etc.), along with a copy of the Bahamas ISM DOC for the ISM Contact, should be sent to us via reg@bahamasmaritime.com. The applications will be reviewed within 48 hours and the ISD will advise as to whether the vessel is acceptable from a technical point of view.

Once approval has been given, the following requirements for the change of ownership of a Bahamian registered vessel must be satisfied.

		Provided	Date
Application Forms Required			
Application to Register a Ship	Form R102		
Authorised Officer Declaration (Must be notarised)	Form R103		
Registration of Managing Owners	Form R104		
Declaration of Ownership (May be notarised or signed in presence of Registrar)	Form R105		
Application for Safe Manning Document	Form R106		
Application for Permit to Operate a High Speed Craft (If applicable)	Form R107		
URCA Ship Radiocommunications Licence Application	Form R108		
Copy of Amendments to the CSR Form 2	CSR Form 2		
Application for MLC 2006 DMLC - Part 1	Form R109		
Application for LRIT Conformance Test Report			
Other Documents Required			
Bahamas Bill of Sale (Must be notarised)	Form R209		
Copy of Protocol of Delivery and Acceptance			
Copy of Certificate of Company Incorporation			
Original Certificate of Good Standing (Must be less than 3 months old)			
Blue Card for Bunker CLC (All vessels over 1000 GT)			
Blue Card for Oil Pollution Damage CLC (Tankers only)			
Blue Card for Wreck Removal CLC (All vessels over 300 GT)			
Certificate of Entry			
Certificate of Insurance of Seafarer Repatriation Costs and Liabilities under Regulation 2.5.2			
Certificate of Insurance of Shipowners' Liability under Regulation 4.2			
Bahamas ISM Code Document of Compliance			
Other			
Notification of Radio Accounting Authority (AAIC)			
Ensure that all Mortgages (if any) have been discharged			
Ensure that all Annual Fees have been paid			
Fees (Please see BMA Bulletin No. 81)			
Documents to be Re-issued			
Certificate of Registry			
Safe Manning Document			
Radio Licence			
Continuous Synopsis Record			
Bunker CLC (All vessels over 1000 GT)			

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Oil Pollution CLC (Tankers only)			
Wreck Removal CLC (All vessels over 300 GT)			
DMLC - Part 1			
MLC Statement of Acceptance			
LRIT Conformance Test Report			

Additional guidance:

1. Application Forms

- a) The text and format on the statutory application forms should not be altered. Please complete the forms in accordance with the footnotes provided.
- b) Forms R103, R104, R105, R106, R108, R109 and LRIT should be completed with the *current name* *thr new name* at the appropriate field where the vessel name is required.
- c) The original notarised Bahamas Bill of Sale Form R209 must be deposited to the Authority to record the sale, along with all original application forms. Please also refer to checklist on all original documentation required.

2. Proof of Insurance

- a) Adequate insurance coverage from the effective date of the change evidenced on the Blue Cards and Certificates of Insurance.
- b) Two sets of insurance documents (Blue Cards and Certificates of Insurance) will be required to reflect the applicable date of change - (i) current name and new owner and (ii) new name and owner.

3. Attestation Statement

- a) Where notarisation is required, the witness (i.e. Notary Public, Consular Officer, Magistrate, Justice of Peace) to attest the identity, capacity, and authority of the signatory.

Supporting documentation (i.e. copy of the notarised Power of Attorney and/or constitutional corporate documents) required where the capacity and/or authority is not confirmed by the witness.

4. Seller

- a) Requirements on (i) Annual Fees (ii) Discharge of Mortgages, if any and (iii) Bahamas Bill of Sale apply to the Seller.

5. Carving and Marking Note

- a) Once the requirements have been satisfied and the sale recorded on our register, a Carving and Marking Note will be issued. The Note must be completed by a BMA Approved Inspector or Surveyor. Guidelines for completing the Note are available on the reverse of the Note.
- b) Following confirmation of the change in name and the completed Note submitted to the Authority, the **BMA Approved Inspector** may, upon the advice of the Authority, change the owner and name of the vessel on the original BMA registration certificates currently on board the vessel, **with the exception of certain certificates (e.g. CSR, LRIT Conformance Test Report and Insurance documents)**. To avoid possible problems with Port State Control, we advise the registration certificates should be re-issued to reflect the change of ownership and name.

Application forms and additional information are available on the BMA website: www.bahamasmaritime.com or contact the BMA at reg@bahamasmaritime.com