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| SKANReg Logo (BW) | **Registration Procedure (RP34):** |
| **Documentation to be submitted for Certificate Of Insurance Or Other Financial Security In Respect Of Liability For The Removal Of Wrecks** |
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**This checklist is used as an indication to allow an Owner/MR to check the documents required for registration. Please complete the relevant sections of the checklist and submit with application form and supporting documents.**

**All documents are to be submitted in the English Language. Where the document has been issued in a language other than English, then a True Translation into English is to be attached to it.**

**This documentation can be submitted by Fax or Email.**

**Additional documentation to that stated as SKANReg may deem necessary for the changes in question or from time to time**

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|  | ***DOCUMENT*** | ***Applicable***  ***Y/N***  (to be completed by MR/client*)* | ***Date Completed or Received***  (to be completed by SKANReg) | ***Notes*** |
| **1** | P+I Insurance Certificate (Blue card) received |  |  |  |
| **2** | If the Wreck Certificate is to be issued for a non-party State, the Certificate of Registry of the ship is to be submitted. |  |  |  |
| **3** | Acceptance of quotation from the MR responsible for this vessel, and bank confirmation of transfer of fees, where necessary |  |  |  |
| **4** | Any other documents/certs (List herein) |  |  |  |

***For SKANReg use only***

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|  | ***DOCUMENT*** | ***TICK BOX*** |
| **1** | **A due diligence needs to be conducted on the third-party vessel, owners, managers, and trading area prior to issuance of the certificate.** |  |
| **2** | SKANReg to check the Wreck Certificate is issued on our behalf |  |
| **3** | SKANReg to check that the ships name is on the document and check the Owners address on the SKN certificate of registry against that on the Blue card. |  |
| **4** | SKANReg to check the P+I Insurance company against approved list of P+I companies |  |
| **5** | SKANReg to issue or authorise the MR to print the Wreck Certificate showing the P+I Club/Insurer who has issued the Blue Card and the validity being up to the expiry date of the insurance cover shown on the blue card |  |
| **6** | SKANReg to issue the Electronic certificate or Paper Certificate using VesselHQ and dispatch the applicable certificate to the Owner/Owners Agent or Maritime Registrar, as appropriate |  |
| **7** | If SKANReg did not issue the documents, copies of the documents/certificates, which have been issued by the MR, are to be sent by fax/email to SKANReg within 48 hours. |  |