



## **Registration Procedure (RP32):**

### **Documentation to be submitted for change of Maritime Registrar**

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.

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

	<b>DOCUMENT</b>	<b>Applicable Y/N</b> (to be completed by MR/client)	<b>Date Completed or Received</b> (to be completed by SKANReg)	<b>Notes</b>
<b>1</b>	Letter from Owner requesting to change from existing MR to another	Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>2</b>	Letter from existing MR confirming they agree and that there are no outstanding fees due from the Owner	Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>3</b>	Any other documents/certs (List herein)	Yes <input type="checkbox"/> No <input type="checkbox"/>		

*For SKANReg use only*

	<b>DOCUMENT</b>	<b>TICK BOX</b>
<b>1</b>	SKANReg to check there are no outstanding fees due to SKANReg from current MR for this ship	