



Registration Procedure (RP33):

Documentation to be submitted for issuance of DMLC Part I

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

	DOCUMENT	Applicable Y/N (to be completed by MR/client)	Date Completed or Received (to be completed by SKANReg)	Notes
1	Application form A25 duly completed	Yes <input type="checkbox"/> No <input type="checkbox"/>		
2	P&I Insurance Certificate of Entry, or other evidence of financial security for Shipowners obligations to seafarers	Yes <input type="checkbox"/> No <input type="checkbox"/>		
3	Acceptance of quotation from the MR responsible for this vessel, and bank confirmation of transfer of fees, where necessary	Yes <input type="checkbox"/> No <input type="checkbox"/>		
4	Any other documents/certs (List herein)	Yes <input type="checkbox"/> No <input type="checkbox"/>		

For SKANReg use only

	DOCUMENT	TICK BOX
1	SKANReg to issue DMLC Part I	
2	Class to send DMLC Part II and MLC Certificate once issued	