## DMRI

**Registration Requirements for a Private Yacht**

**Vessel Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vessel Type:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**1. LIST OF PROVISIONAL REGISTRATION REQUIREMENTS**

[ ]  1.1 Application for Official Yacht Number and Call Sign

[ ]  1.2 Application for Ship Station License

[ ]  1.3 Declaration of Private Use

[ ]  1.4 Proof of Ownership

[ ]  1.5 Dominica IBC Application **or** Foreign Maritime Entity (FME) Application

[ ]  1.6 Evidence of Authority to Sign Registration Applications (usually a Power of Attorney)

[ ]  1.8 Tonnage Certificate

[ ]  1.9 Copy of Classification and/or Statutory Certificates (if applicable)

[ ]  1.10 Payment of Registration Fees

**2. LIST OF REGISTRATION REQUIREMENTS FOR PERMENANT REGISTRATION**

[ ]  2.1 Deletion Certificate from Previous Flag

[ ]  2.2 Completed Carving and Markings Note

[ ]  2.3 Vessel and Owner Contact Sheet

[ ]  2.4 Proof of Liability Insurance (P&I Cover note)

**EXPLANATION OF PROVISIONAL REGISTRATION REQUIREMENTS**

1.1 One (1) duly signed and acknowledged Application for Official Yacht Number and Call Sign (Form CDVR-2001Y) must be received. This form should be completed to the greatest extent possible.

1.2 One (1) duly signed and acknowledged Application for Ship Station License (Form CDVR-2004) must be received for yachts wishing to be issued a Ship Station License. This application should be completed to the greatest extent possible.

1.3 One (1) duly signed and acknowledged Declaration of Private Use (CDVR-2030Y) must be received for all private yachts.

1.4 One (1) duly executed and acknowledged Bill of Sale transferring title to the applicant is required to satisfy proof of ownership. If registration occurs without a change of ownership than a Certificate of Ownership or Transcript of Registry from the previous flag administration should be submitted to satisfy proof of ownership. In the event a yacht is purchased via judicial sale then a document issued by the Court indicating the transfer of title should be obtained.

1.5 A Dominica vessel may be owned by either a foreign company registered as a Foreign Maritime Entity (FME) or a Dominica International Business Company (IBC). For vessels wishing to be owned by a FME a FME Application (Form CDVR-2003) should be submitted.

Owners wishing to form a new owning company may submit a Application for Dominica IBC (Form CDVR-2003A) and the Office of Maritime Affairs will be able to establish the new Dominica IBC within 48 hours.

1.6 The individual signing the registration applications must provide proof of authority to sign on behalf of the owning company. The applicant should provide either a Power of Attorney, Corporate Resolution granting authority or hold a majority interest in the company shown in the owning company’s Articles of Incorporation.

1.8 A Tonnage Certificate must be provided for registration of all vessels.

1.9 A copy of the vessels Classification certificates are retained by the Maritime Administration and may be submitted by either the owner or Classification society.

**EXPLANATION OF PERMANENT REGISTRATION REQUIREMENTS**

2.1 The Dominica Maritime Administration must receive a deletion certificate from the previous flag before permanent registration.

2.2 The Official Number and port of registry must be marked upon each bow and the stern of the yacht and this is certified by the vessel’s Captain or an authorized surveyor on the Carving and Marking Note (Form CDVR-2002) in accordance with the Dominica Maritime Act.

2.3 The Contact Sheet must be completed and submitted before permanent registration.

2.4 Vessels entering into the Dominica Maritime Administration must provide proof of insurance for hull and machinery, as well as coverage for crew repatriation obligations. Proof of insurance may be submitted in the form of a P&I cover note, Certificate of Entry or Confirmation of Entry.

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