



THE REPUBLIC OF LIBERIA  
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**RE-REGISTRATION OF A LIBERIAN VESSEL**

**A – 1 LIST OF REQUIREMENTS FROM SELLER**

- 1. Letter of Request for Permission for Sale of a Liberian vessel;
- 2. Release of all existing Preferred Mortgages (only if applicable); and
- 3. Seller's Re-registration fees.

**B – 1 LIST OF REQUIREMENTS FROM BUYER**

- 1. Application for Official Number, Call Sign and Registration of Vessel (RLM 101A);
- 2. Evidence of Authority;
- 3. Bill of Sale;
- 4. Proof of Liability Insurance;
- 5. International Safety Management (ISM) Code Declaration forms; and
- 6. Buyer's Re-Registration Fees.

*Note: For items 1 and 5 please see attached forms*

**B – 2 ADDITIONAL REQUIREMENTS FROM BUYER**

*Please note that the below additional documents may be applicable. Moreover, some documents may be provided after re-registration of the vessel has completed:*

- 1. Ownership of the Vessel – Liberian entity or Foreign Maritime Entity;
- 2. Application for Waiver of Ownership (if shipowning entity is not a Liberian company);
- 3. Application for Waiver of Age (if vessel is over 20 years of age);
- 4. Application for Minimum Safe Manning Certificate (MSMC);
- 5. Bunker Blue Card (if vessel is more than 1,000 gross tons);
- 6. Blue Card (if vessel is an oil tanker); and
- 7. REMINDER: CSR Amendment form.

*Note: For items 2, 3, 4 and 7 please see attached forms.*

**B - 3 POST CLOSING REQUIREMENTS**

- 1. Return of invalid Liberian Certificate of Registration for cancellation (if applicable)
- 2. Full Term Ship Radio Station License;
- 3. Application for INMARSAT terminals; and
- 4. LRIT Test (Long Range Identification and Tracking).

## **A-1 EXPLANATION OF REQUIREMENTS FROM SELLER**

1. One (1) executed original Letter of Request for Permission for Sale must be submitted.

## **B-1 EXPLANATION OF REQUIREMENTS FROM BUYER**

1. One (1) duly executed and acknowledged original RLM-101A form must be submitted;
2. One (1) duly executed and acknowledged original Power of Attorney or officer certified Corporate Resolutions must authorize one or more named persons to act for or behalf of the owner in making application for registration of the vessel and to perform all acts necessary to accomplish the registration;
3. Two (2) original BoS all duly executed and acknowledged. Acknowledgment may be subscribed by Liberian Special Agent, Liberian Consul, notary public, or other officer authorized to administer oaths by the law where acknowledgment is made. Consularization or apostille are not required. Please note that Liberia does not require any specific format of BoS. One of the printed forms commonly seen and approved by the international maritime community (e.g. BIMCO, UK/MCA, Norway, Panama etc.) is acceptable;
4. Proof of Liability Insurance can be in the form of P&I cover note, Certificate of Entry, Confirmation of Entry, or Declaration of Entry. Proof must include coverage of owner's crew repatriation obligations. A copy of Proof of Liability Insurance will be acceptable if received directly from the P&I club; and
5. One (1) original or copy of form RLM-297 (2 pages) identifying the "Company" and the "Designated Person" must be submitted.

## **B-2 EXPLANATION OF ADDITIONAL REQUIREMENTS FROM BUYER**

1. **VESSEL OWNERSHIP** - A vessel registered in Liberia must be owned by a Liberian corporation, registered business company, limited partnership or LLC, or by a Foreign Maritime Entity (FME) (an entity existing in another jurisdiction and registered in Liberia for the purpose of owning or operating a vessel).  
Please note that before any documents, in particular mortgage documents, are prepared, the availability of the name of the owning entity (whether the vessel is to be registered with a Liberian corporation, etc. as owner or with a foreign entity registered as a foreign maritime entity as owner) should be ascertained. The Registry is not able to accept two entities of any kind with the same or a very similar name.  
In order to ensure the prompt registration of a vessel under the Liberian Flag, it is advisable to complete the registration of a ship owning entity (whether Liberian or FME) at least three (3) days prior to scheduled registration of the vessel. LISCR's Corporate Department can be reached at [corporate@liscr.com](mailto:corporate@liscr.com).
2. One (1) duly executed and acknowledged original Application for Waiver of Ownership must be submitted for Ship Owning Entity filed as a Foreign Maritime Entity (FME) (use form RLM 101A);
3. One (1) duly executed and acknowledged original Application for Waiver of Age must be submitted for vessels over twenty (20) years of age (use form RLM 101A);
4. One (1) original or copy of Application for Minimum Safe Manning Certification if management will change at time of re-registration;
5. One (1) original or electronic original Blue Card for the Bunker Civil Liability Convention for Oil Pollution Damage, 2001 (Bunker Convention) must be submitted for vessel of more than 1,000 gross tons (**required as of November 21, 2008**);
6. One (1) original Blue Card must be submitted for tankers carrying more than 2,000 net tons of oil in bulk as cargo; and
7. A copy of CSR Amendment form RL 5001 & RL 5002, reflecting the change to the current CSR document, kept on board the vessel is valid for 90 days until the original is received from the Liberian Registry.

*Note: In case of any changes in closing date, owner must ensure that P&I proof, BCLC and CLC Blue Cards remain valid and cover the vessel as of the new registration date.*

**B – 3 EXPLANATION OF POST CLOSING REQUIREMENTS**

1. The return of the Certificate of Registry is required only if issued prior to October 16, 2007, and if not already returned by Seller;
2. Full Term Ship Radio Station License

Please note that a Temporary Radio License valid for 3months will be issued upon registration of the vessel based on the Application for Official Number (RLM-101A).

In order to obtain a full term Radio License, Application for Ship Radio Station License (Form RLM-104) must be submitted to [vesselcertificates@liscr.com](mailto:vesselcertificates@liscr.com) within three (3) months of registration. The form is available through Vessel Certificates department or it could be downloaded from LISCR website [www.liscr.com](http://www.liscr.com);

3. One (1) original or copy of Application for INMARSAT Terminals must be submitted directly to LISCR’s Inmarsat Activation Department at [inmarsatactivations@liscr.com](mailto:inmarsatactivations@liscr.com); the form can be found at <http://www.liscr.com/liscr/Maritime/InmarsatActivations/tabid/198/Default.aspx>; and

4. LRIT EQUIPMENT TEST

Only the following Testing Application Service Providers (Testing ASP) are authorized to conduct LRIT Conformance Tests on Liberian flagged vessels:

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| <p><b>Pole Star Space Application Limited</b><br/>         Email: <a href="mailto:lrittesting@polestarglobal.com">lrittesting@polestarglobal.com</a><br/>         (T) +44 (0)207 313 7400<br/>         (F) +44 (0)20 7313 7401</p> | <p><b>Fulcrum Maritime Systems Ltd.</b><br/>         Email: <a href="mailto:enquiries@fulcrum-maritime.com">enquiries@fulcrum-maritime.com</a><br/>         (T) +44 (0)1708 788400<br/>         (F) +44 (0)1708 788402</p> | <p><b>TRANSAS Telematics Limited</b><br/>         Email: <a href="mailto:lrit@transastelematics.com">lrit@transastelematics.com</a><br/>         (T) +44 (0)23 8045 8544<br/>         (F) +44 (0)23 8045 8733</p> |
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Ships which have on board a LRIT Conformance Test listing one of the above authorized Testing ASPs are not required to be re-tested, but are recommended to apply for a Liberia issued LRIT Conformance Test Certificate and the current LRIT Conformance Test document should be sent to [vesselcertificates@liscr.com](mailto:vesselcertificates@liscr.com) for processing.

Ships which do not have on board a LRIT Conformance Test listing one of the above authorized Testing ASPs are required to have a new Conformance Test of the LRIT equipment by one of the authorized Testing ASPs, which shall be conducted soonest possible upon activation of the Inmarsat Mobile Number (IMN). Upon a successful test, the ASP will inform the Administration and a new LRIT Conformance Test Certificate will be issued and sent to the vessel Owner/Operator.