



**LIBERIAN  
REGISTRY**



THE REPUBLIC OF LIBERIA  
**LIBERIA MARITIME  
AUTHORITY**



Office of Deputy Commissioner of Maritime Affairs

## FLAG TRANSFER IN LAID UP STATUS

Provisional Certificate of Registry

### A. LIST OF REGISTRATION REQUIREMENTS

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In case of any questions, please contact [Registrations@liscr.com](mailto:Registrations@liscr.com) or any LISCR office.



## **A. EXPLANATION OF REGISTRATION REQUIREMENTS**

### **1. REGISTRATION OF OWNER in Liberian Corporate Registry:**

A vessel registered in Liberia must be owned by a Liberian Corporation, Limited Partnership or Limited Liability Company, or by a Foreign Maritime Entity (FME); an entity existing in another jurisdiction and registered in Liberia for the purpose of owning a vessel. Alternatively, a foreign entity may redomicile free into Liberia. Registration process of the owner must be completed with LISCR Corporate department ([corporate@liscr.com](mailto:corporate@liscr.com)) in advance of the vessel registration. Please allow yourself at least three (3) working days to collect required documents from foreign jurisdictions. LISCR will process documents upon receipt.

**Name availability:** Please check availability of the intended name of the owning entity, Liberian or foreign, with LISCR Corporate. Corporate Registrar cannot accept a name that is identical or very similar to another entity of any kind that is already on record. Alternatives may be discussed.

**Important:** *The name in the vessel registration documents and mortgage recording documents must match the name registered in the Liberian Corporate Registry.*

### **2. APPLICATION FOR REGISTRATION:**

A copy of a duly executed Form RLM-101A.

### **3. EVIDENCE OF AUTHORITY (if applicable):**

A copy of duly executed and acknowledged Power of Attorney, or a copy of a Corporate Resolution or Minutes of the Meeting, authorizing one or more named persons to act on behalf of the owner as attorney-in-fact to execute and submit application for registration of the vessel is required.

**Note:** *Directors and officers of the owner do not have to submit their evidence of authority.*

### **4. PROOF OF OWNERSHIP:**

A copy of a duly executed and notarized/acknowledged Bill of Sale (BOS) stating the name of the registered owner as the buyer.

**Signature(s) acknowledgement** is permitted by a 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 by Liberia.

**BOS format:** Liberia does not require any specific format of BOS. One of the printed forms commonly used by the international maritime community is acceptable (BIMCO, UK/MCA, Norway, Panama etc.).

**BOS Not Applicable (Flag Transfer without Change of Ownership):** At the time of reflagging, Liberia will accept as proof of ownership a copy of Certificate of Ownership and Encumbrance (COE), or Transcript of Registry, or Certificate of Deletion issued by the previous flag if the vessel is transferring to Liberia without change of ownership.

### **5. DELETION CERTIFICATE / proof of free of recorded liens and encumbrance:**

A copy of Certificate of Deletion issued by the previous flag must be submitted.

If Certificate of Deletion is not available at the time of re-flagging into Liberia, then a copy of Certificate of Ownership and Encumbrance (COE), or a Transcript of Register issued by the previous flag is required along with undertaking by the Applicant to provide a copy of Certificate of Deletion within thirty (30) days from the date of registration of the vessel in Liberia.

**Declaration of Non-Registration:** A copy of a duly executed Declaration of Non-Registration must be submitted in the event there is a gap in time between the date the vessel is deleted from the previous flag and the date it registers in the Liberian Registry.

### **6. DECLARATION OF NO-MOVEMENT:**

A copy of a duly executed letter/Declaration from Owner requesting the Flag Administration to set the vessel's status to "lay-up". The letter must include the vessel's Owner, the name and official number of the vessel, the estimated date the vessel will enter lay-up status, the location of layup and stating that the vessel will not be moved or navigated while the class is temporarily suspended while in layup.



## **B. EXPLANATION OF TECHNICAL REQUIREMENTS**

### **1. CLASS:**

- a. A statement or affidavit issued by the vessel's current Classification Society confirming the vessel is classed. It must be received at least one (1) working day in advance of registration closing date.

***Note:** The above requirement does not apply to vessels under ABS, BV, CCS, DNV, IRS, KR, LR, NKK & RINA.*

- b. **VESSELS TWENTY (20) years of age or older OR vessels of any age with poor PSC performance:**

In addition to the statement or affidavit required by item "a." above, copies of the most recent Statutory Renewal, Class Special and Drydock (bottom) Narrative Survey reports must be submitted for review.

In addition, vessels over 20 years of age (or vessels of any age with poor PSC performance) are subject to a pre-registration inspection.

***Note:** For non-Liberian vessels, Classification Societies will not provide the statement or affidavit or any other class documents to LISCR without authorization of the current vessel owner/operator. If the applicant/party registering the vessel in Liberia is a buyer of the vessel, the applicant should request the seller to provide this authorization to the Classification Society.*

### **2. LIABILITY INSURANCE:**

- a. **Bunker Civil Liability Convention for Oil Pollution Damage 2001 (Bunker Spill):** a copy of Bunker CLC Blue Card (vessels of more than 1,000 gross tons).
- b. **Nairobi International Convention on the Removal of Wrecks 2007 (Wreck Removal):** a copy of WRC Blue Card (vessel of more than 300 gross tons).
- c. **Convention on Civil Liability for Oil Pollution Damage (CLC – Oil Pollution):** a copy of CLC Blue Card (tankers or other cargo ships carrying more than 2,000 net tons of oil in bulk as cargo).