



THE REPUBLIC OF LIBERIA  
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Office of Deputy Commissioner of Maritime Affairs

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**BAREBOAT CHARTER RE-REGISTRATION / Change of Charterer & Underlying Owner**

**A. LIST OF REQUIREMENTS**

*Please note the vessel's official number and call sign will remain the same.*

- 1. REGISTRATION OF NEW CHARTERER in Liberian Corporate Registry;
- 2. APPLICATION for Vessel Bareboat Registration;
- 3. AUTHORITY: Evidence of authority
- 4. BAREBOAT CHARTERPARTY, Addendum or Deed of Novation to the existing Charterparty;
- 5. CONSENTS TO BCR; Underlying Flag & Mortgagee(s)
- 6. CERTIFICATE OF OWNERSHIP & ENCUMBRANCE (Underlying Flag)
- 7. PAYMENT of fees.

**B. LIST OF TECHNICAL REQUIREMENTS**

- 1. CONVENTION COMPLIANCE: STCW, ISM and ISPS:
- 2. LIABILITY INSURANCE compliance

SEE EXPLANATION OF REQUIREMENTS ON THE NEXT PAGE  
In case of questions please contact [Registration@lisscr.com](mailto:Registration@lisscr.com) or any LISCR office.

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

### **Change of Charterer & Underlying Owner**

#### **1. REGISTRATION OF NEW CHARTERER/REGISTERED OWNER IN LIBERIA:**

A vessel registered in Liberia must be owned by a Liberian Corporation (Inc.), Limited Partnership (Ltd) or Limited Liability Company (LLC), 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 dept. ([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 has to match the name registered in the Liberian Corporate Registry.*

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

A copy of duly executed Form RLM-101BCR must be submitted;

#### **3. EVIDENCE OF AUTHORITY to register a vessel in Liberia:**

A copy of duly executed and acknowledged Power of Attorney or certified Corporate Resolution 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. Directors and officers of the Charterer do not have to submit their evidence of authority.

#### **4. BAREBOAT CHARTER AGREEMENT:**

A copy of a duly executed bareboat Charter Agreement. Notarization or acknowledgement is not required.

#### **5. CONSENTS TO BAREBOAT REGISTRATION IN LIBERIA:**

**(a) Flag:** A copy of duly executed evidence of withdrawal of the right to fly the present (underlying) flag during the period of bareboat charter registration in Liberia issued by the Underlying Flag administration on the request of the underlying owner.

**(b) Mortgagee(s):** A copy of duly executed consent to BCR registration in Liberia by the mortgagee(s) on record in the Underlying Flag as per Certificate of Ownership and Encumbrance. The consent on the Mortgagee Letterhead may also include consent to name changes and BCR renewals for the duration of the charter party.

#### **6. CERTIFICATE OF OWNERSHIP AND ENCUMBRANCE:**

A copy of duly executed customary certificate issued by the underlying flag administration to evidence recorded mortgages,

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

### **Change of Charterer & Underlying Owner**

#### **1. CONVENTIONS COMPLIANCE:**

- (a) STCW: A copy of Application for Minimum Safe Manning Certificate – Form FR CER – 006-01
- (b) ISM: A copy of ISM Declaration of Company and Person/DPA -Form RLM-297 (2 pages)
- (c) ISPS: A copy of CSO declaration and Ship Security Plan if applicable

#### **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).