



TUVALU SHIP REGISTRY

Vaiaku, Funafuti, Tuvalu

Email: info@tvship.com Website: www.tvship.com

REGISTRY CIRCULAR

RC-2/2012/1

9/2016

FOR: Ship Owners, Ship Managers, Ship Operators

SUBJECT: TUVALU SHIP REGISTRY SINGLE DELIVERY VOYAGE (SDV) REGISTRATION PROCEDURES

PURPOSE: This Circular is to inform all Owners, Managers and Agents on the procedures for single delivery voyage registration under Tuvalu flag.

A. BACKGROUND

1. SDV registration applies for registration of vessel(s) for a delivery voyage from port to port, usually for the purpose of delivering a new or second-hand vessel to its new buyers, or for delivery of a vessel for demolition/scrap.
2. Upon acceptance of the registration fee, a user-ID and password will be provided to the ship owner / operator / agent to apply for the registration on-line. The same login may be used to also apply for Tuvalu Crew Endorsements required for all ship officers (refer to Registry Circular RC-5/2012/1) and for submission of future applications for ship registration and/or crew endorsements.

Note: *Should you encounter any problems during the online application process, please contact this office either by phone/email (+65-6224-2345 / support@tvship.com).*

3. Vessel(s) registered under SDV will be issued with specific port to port Provisional Registry Certificates once the conditions are met for SDV registration.

B. REGISTRATION DOCUMENTS FOR SUBMISSION

Please email (support@tvship.com) copies of the following documents:

1. Application Form R1 printed from online submission (duly signed and stamped)
2. Existing Registry and Trading Certificates (applicable to existing vessels)
3. Confirmation from vessel's Recognised Organisation (RO) that change of flag survey is in progress of being arranged (applicable to existing vessels)
4. Confirmation (by letter or email) from vessel's RO that survey and statutory certification will be carried out on behalf of Tuvalu (applicable to new buildings)
5. Memorandum of Agreement* or Notarized Bill of Sale* (for existing vessels) or Builder's Certificate / Builder's Contract (for new buildings)
6. Company Certificate of Incorporation
7. Owner's Representative & Applicant's Passport or ID (if the owner's representative is different from the applicant)

***Note:** *Kindly ensure seller is the same as previous owner indicated in forms R1 and the previous certificate of registry. Otherwise, a letter of authorization from the previous owner (or Power of Attorney) is required to ensure seller is authorized to make the sale.*

Once the above documents are verified and confirmed in order, Tuvalu will issue a copy of the Provisional registry certificate(s) by email after receipt of payment of the accepted registration fees.

Prior to release of the Original Provisional registry certificate(s), the following documents shall be submitted to Tuvalu Ship Registry by email to (support@tvship.com):

1. Statutory Certificates issued to the vessel by the RO on behalf of Tuvalu
2. Delivery Crew List to ensure that all OFFICERS hold valid Tuvalu Crew Endorsements (applicable to manned vessels)
3. Certificate of Proficiency for Security-Related Training for all Seafarers in accordance to STCW VI/6 (applicable to vessels that comply to the ISPS Code - refer to Marine Circular MC-7/2013/1)
4. P&I and H&M Insurance Cover
5. Continuous Synopsis Record (CSR) File and application for next CSR document (applicable to vessels that comply to the ISPS Code and ONLY if required - refer to Marine Circular MC-4/2007/12/2)
6. Bunker Convention Blue Card (if applicable - refer to Marine Circular MC-1/2008/11/2)
7. Wreck Removal Convention Blue Card (if applicable - refer to Marine Circular MC-2/2015/1)
8. Civil Liability Convention Blue Card (if applicable – refer to Marine Circular MC-10/2005/1)
9. COSPAS SARSAT EPIRB Registration Certificate (applicable to self-propelled manned vessels - refer to Marine Circular MC-1/2015/1)

Best regards,

Operations Department
Tuvalu Ship Registry