



TUVALU SHIP REGISTRY

Vaiaku, Funafuti, Tuvalu

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

REGISTRY CIRCULAR

RC-1/2012/2

08/2018

FOR: Ship Builders, Ship Owners, Ship Managers, Ship Operators

SUBJECT: REGISTRATION PROCEDURES FOR NEWBUILDING UNDER CONSTRUCTION

PURPOSE: This Circular is to inform all Owners, Managers and Agents on the procedures to register new buildings that have yet to be constructed or are still under construction with Tuvalu flag.

A. BACKGROUND

This applies for ship builders / owners / operators (in their capacity) who wish to apply for a Certificate of Intended Registry for Newbuilding under Construction (CNC) with Tuvalu.

To obtain a CNC, please refer to the documents required for submission in section (B) below.

B. REGISTRATION DOCUMENTS FOR SUBMISSION FOR CNC

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

1. Application Form R3 completed (with signature and stamp)
2. Shipbuilder's letter, confirming:
 - a. that a contract has been signed between the proposed owner and the yard;
 - b. the date of such contract;
 - c. the hull number of the vessel;
 - d. the expected date of delivery; and
 - e. the estimated gross tonnage.
- Note:
 - The Shipbuilder's letter should be addressed to the "Tuvalu Ship Registry"
 - Alternatively, a shipbuilding contract containing the above information may be submitted in lieu of the Shipbuilder's letter.
3. Any of the following documents to evidence that vessel has begun construction (if applicable):
 - a. Statement (email is acceptable) from Classification Society confirming that construction has commenced;
 - b. Letter from Shipbuilder confirming that construction has commenced;
 - c. Any other document that may be accepted at the discretion of the Administration.
4. Owner's Company Certificate of Incorporation
5. Owner's Representative & Applicant's Passport or ID (if the owner's representative is different from the applicant)

Once the administrative fee for the issuance of Certificate of Intended Registry for Newbuilding under Construction (CNC) is received and the above documents are verified and confirmed in order, Tuvalu will issue the CNC which will be valid for the period of construction or until the expected date of delivery, whichever is later.

Upon delivery, the ship builder / owner / operator may request for the CNC to be replaced by a **PROVISIONAL CERTIFICATE OF REGISTRY** under Tuvalu flag by confirming the quotation for the Initial Registration Fees & Taxes (**note:** the payment of the administrative fee for issuance of CNC will be credited towards the Initial Registration Fees & Taxes) and submitting a copy of the following documents:

1. Application Form R1 completed (with signature and stamp)
2. Confirmation (by letter or email) from vessel's Classification Society / Recognised Organisation (RO) that the statutory certification will be carried out on behalf of Tuvalu.
3. Notarized copy of Builder's Certificate.
4. Company Certificate of Good Standing OR Certificate of Incumbency (not required for all jurisdictions)

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

For conversion to Permanent registry certificate(s), please refer to section (B) of Registry Circular RC-1/2012/1 under **PERMANENT REGISTRATION**.

The Registry Circular RC-1/2012/1 may be downloaded here: www.tvship.com/registrycircular

Best regards,

Operations Department
Tuvalu Ship Registry