**KNOW YOUR CUSTOMER (KYC) FORM**

*This information is sought under The Sierra Leone Anti-Money Laundering and Combating of Financing of Terrorism Act, 2012.*

**Part 1 – Ship’s Particulars**

|  |  |  |
| --- | --- | --- |
| **Sierra Leone Proposed Name of Vessel:**  Click here to enter text. |  | **IMO Number:**  Click here to enter text. |

|  |  |  |
| --- | --- | --- |
| **Previous Name of Vessel:**  Click here to enter text. |  | **Previous Flag:**  Click here to enter text. |

**Part 2 – Owner’s Particulars**

**A. Company/ Body Corporate**

*Complete this section if the Registered Owner / Charterer[[1]](#footnote-1) is a Company/ Body Corporate.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Registered Owner / Charterer1:**  *Click here to enter text.* | | | |  | **Company’s IMO Number:**  *Click here to enter text.* |
| **Country of Incorporation:**  *Click here to enter text.* | | | |  | **Date of Incorporation:**  *Click here to enter text.* |
| **Registered Address:** |  |  | | | | |
| *Click here to enter text.* | | | | | |

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| --- |
| **Physical / Operational Address: (where the operations of company are carried out)** |
| *Click here to enter text.* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tel:**  *Click here to enter text.* |  | **Fax:**  *Click here to enter text.* |  | **E-Mail:**  *Click here to enter text.* |

|  |  |  |
| --- | --- | --- |
| **If Bareboat Charter Out – Name of Second Flag[[2]](#footnote-2)**  *Click here to enter text.* |  | **If Bareboat Charter In – Name of First Flag2**  *Click here to enter text.* |

**Company’s Representative**

|  |  |  |
| --- | --- | --- |
| **Name:**  *Click here to enter text.* |  | **Citizenship:**  *Click here to enter text.* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Passport issuing country:**  *Click here to enter text.* |  | **Passport No:**  *Click here to enter text.* |  | **Capacity (i.e. Director, Secretary, Attorney, etc)**  *Click here to enter text.* |

|  |  |  |
| --- | --- | --- |
| **Address:** |  |  |
| *Click here to enter text.* | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tel:**  *Click here to enter text.* |  | **Fax:**  *Click here to enter text.* |  | **E-Mail:**  *Click here to enter text.* |

**B. Individuals**

*Complete this section if the Registered Owner / Charterer[[3]](#footnote-3) is an Individual*

|  |  |  |
| --- | --- | --- |
| **Name:**  *Click here to enter text.* |  | **Citizenship:**  *Click here to enter text.* |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Passport issuing country:**  *Click here to enter text.* | |  | **Passport No:**  *Click here to enter text.* | | |  | **Occupation:**  *Click here to enter text.* | |
| **Address:** | | |  |  | | |
| *Click here to enter text.* | | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tel:**  *Click here to enter text.* |  | **Fax:**  *Click here to enter text.* |  | **E-Mail:**  *Click here to enter text.* |

**Part 3 – Resident Agent**

*Complete this section if Vessel is new registration*

By this application, the Owner(s) of the Click here to enter text. (Vessel’s Name) withClick here to enter text. (IMO Number)**,** hereby appoints **SHIP REGISTRATION BUREAU (SL) LIMITED of 30 Siaka Stevens Str., Freetown, Sierra Leone** to act as his/her/their\* Resident Agent and perform various services including but not limited to the administration of any applications to the National Authorities for any administrative proceedings pertaining to the vessel to which end they shall be empowered to take all necessary steps before the said Authorities for the object stated, and to file applications, prepare descriptions, make protests and sworn declarations, enter appeals and objections, pay taxes, prove workings, withdraw applications, recover any sum of money, obtain evidence, receive documents, accept transfers, and do all and whatsoever shall be necessary before any judicial or administrative authorities, with power also to appoint a substitute hereunder, and again to revoke such substituted power.

**Part 4 – Commercial Information**

*Complete this section if Vessel is new registration*

**Intended Trading Area of the Vessel:**

Limited  Specify *Click here to enter text.*

Unlimited (other than limited)  Specify *Click here to enter text.*

Coastal Navigation  Specify *Click here to enter text.*

**Part 5 – Mortgage Details**

|  |  |  |
| --- | --- | --- |
| **Name and Address of Mortgage / Bank:** |  |  |
| *Click here to enter text.* | | |

|  |  |  |
| --- | --- | --- |
| **Mortgage Amount**  *Click here to enter text.* |  | **Place of execution of Mortgage deed**  *Click here to enter text.* |

|  |  |  |
| --- | --- | --- |
| **Discharge Amount of Mortgage**  *Click here to enter text.* |  | **Date of Maturity**  *Click here to enter text.* |

**Part 6 –Affidavits for Registration**

*Complete this section if Vessel is new registration*

**(Applicants should sign proper affidavit below according the type of registration)**

|  |
| --- |
| **AFFIDAVIT FOR PERMANENT REGISTRATION**  This is to confirm that we as \*Owner /Owner’s Agent of the ship Click here to enter text. with IMO number Click here to enter text. do hereby guarantee to present all documents required for the issuance of the Permanent Registration into the Sierra Leone International Ship & Corporate Registry within 180 days from the date of the Provisional Registration of the above mentioned ship.  **SIGNATURE OF APPLICANT**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **AFFIDAVIT FOR CERTIFICATE OF ENDORSEMENT – COE**  This is to confirm that we as \*Owner /Owner’s Agent of the ship Click here to enter text. with IMO number Click here to enter text. do hereby guarantee to submit all seafarers documents required for the certificate of endorsement of the seafarers working on board of SL ship. We are aware that failure to present proper documentation of endorsement may incur in a fine if vessel is detained due to this reason. Vessel is not allowed to navigate without COE provisional.  **SIGNATURE OF APPLICANT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **AFFIDAVIT FOR SPECIAL REGISTRATION**  This is to confirm that we as \*Owner /Owner’s Agent of the ship Click here to enter text.with IMO number Click here to enter text.do hereby confirm that the above mentioned ship is :  Destined for demolition in (country of destination)  A single voyage only to (intended destination port)  We understand that the registration applied for is not renewable and is for the above stated purpose only.  **SIGNATURE OF APPLICANT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **AFFIDAVIT FOR YACHT REGISTRATION**  This is to confirm that we as \*Owner /Owner’s Agent of the yacht Click here to enter text., do hereby declare that the mentioned yacht will be exclusively engaged in non-commercial activities.  **SIGNATURE OF APPLICANT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Part 7 – Declaration**

I, Click here to enter text. , hereby declare that all particulars stated above are correct to the best of my knowledge and belief, and I make this solemn declaration conscientiously, believing the same to be true.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name, Signature and Stamp |  | Date |

**Part 8 – International Safety Management (ISM) Code Declarations**

*Complete this section if ISM Code is applicable*

1. The undersigned Registered Owner affirms that: In accordance with Section 3.1 of the ISM Code, I have passed my responsibility as defined by Section 1.1.2 of ISM Code to the “Company” stated herein.
2. The undersigned ISM Manager affirms that:

|  |  |  |
| --- | --- | --- |
| **Name of ISM:**  *Click here to enter text.* |  | **Company’s IMO Number:**  *Click here to enter text.* |

|  |
| --- |
| **Physical / Operational Address:** |
| *Click here to enter text.* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tel:**  *Click here to enter text.* |  | **Fax:**  *Click here to enter text.* |  | **E-Mail:**  *Click here to enter text.* |

I have assumed the responsibility for operation of the ship Click here to enter text. with IMO number Click here to enter text. from the Registered Owner and on assuming such responsibility I have agreed to take over all the duties and responsibility imposed by the ISM Code.

The undersigned understands and hereby confirms that SLMARAD must be notified immediately in writing of any changes in the above.

|  |  |  |
| --- | --- | --- |
| **Director of Registered Owner(s)** |  | **Director of ISM Company** |
|  |  |  |
| Name, Signature and Stamp | Date | Name, Signature and Stamp |

1. Delete as appropriate. [↑](#footnote-ref-1)
2. Complete this section if Vessel is under Bareboat Charter. [↑](#footnote-ref-2)
3. Delete as appropriate. [↑](#footnote-ref-3)