|  |  |  |
| --- | --- | --- |
| *Do not stick/write*  *anything here!*  *(eGOP barcode space)* |  | Ministry of the Sea, Transport and Infrastructure  **Harbourmasters' Office / branch office:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  | | |
| *Place revenue stamps here - see notes.*  *Submissions for which no fee has been paid shall not be processed.* | | |

**APPLICATION FOR THE FIRST ENTRY OF A SHIP OR**

**YACHT LONGER THAN 24m INTO THE REGISTER OF SHIPS**

(*Please mark* ☑ *or enter the appropriate information*)

|  |  |
| --- | --- |
| INFORMATION ON THE URGENCY OF ENTRY: | |
| □ | **Application for entry without delay under Article 253 (3) of the MC** (*this may only be marked if the first entry of a ship in international waters or a yacht with a hull length of 24 meters or more in international waters is required*) |

**1. INFORMATION ON THE SHIP OR YACHT**

Type of vessel: □ ship | □ yacht

Has the name of the ship/yacht been determined by a valid decision on the name?

|  |  |
| --- | --- |
| □ | Yes - the decision is attached. |
| □ | No. The desired name for the ship/yacht is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,  and the following are two alternative proposals for the name, if the ship/yacht cannot be given the above name:  1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |

Primary purpose *(write down one primary purpose*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*If applicable*: Secondary purpose *(write down one secondary purpose):* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*For fishing vessels*: CFR number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*For yachts:* Is the yacht going to be located in the Republic of Croatia most of the time? □ Yes | □ No

The ship/yacht is:

|  |  |
| --- | --- |
| □ | Newly constructed (new) (*A newly constructed ship or yacht is one that has not been registered in any domestic or foreign register or has not been used in a country where it was not subject to the obligation to register*) |
| □ | Existing (used) (*An existing ship or yacht is one that has been registered in a domestic or foreign register or has been used in a country where it was not subject to the obligation to register*) |

**Primary** **area of navigation** *(write down one primary area of navigation):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Secondary area of navigation** *(write down one secondary area of navigation)*:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Desired area of navigation of the ship/yacht** (*mark up to two options*):

*For ships*:

|  |  |  |  |
| --- | --- | --- | --- |
| □ | 1. unrestricted navigation | □ | 5. national navigation |
| □ | 2. large coastal navigation | □ | 6. national coastal navigation |
| □ | 3. small coastal navigation | □ | 7. national nearshore navigation |
| □ | 4. coastal navigation in the Adriatic Sea | □ | 8. local navigation |

*For yachts:*

|  |  |  |  |
| --- | --- | --- | --- |
| □ | Navigation area I. | □ | Navigation area III. Possible restrictions:  □ IIIa – up to 6 Nm from the mainland and island shore  □ IIIb – up to 3 Nm from the mainland and island shore  □ IIIc – up to 1 Nm from the mainland and island shore |
| □ | Navigation area II |
|  |  | □ | Navigation area IV |

*If international navigation is selected as the desired navigation area*, please state the desired acknowledged organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Propulsion device (engine):**

* Manufacturer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Model: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Serial number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Power (kW): \_\_\_\_\_\_\_\_\_\_\_\_\_
* Type: □ propulsion device (main) | □ secondary propulsion device | □ back-up propulsion device
* *If the entry of several propulsion devices is requested:* □ In Attachment \_\_\_\_ to this application, information on the other propulsion devices for which entry in the register is requested is submitted. (*Prepare the attachment in free form and sign it or adapt this template in electronic form*)

**2. INFORMATION ON THE APPLICANT**

Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Personal identification number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| *For foreign citizens:* | Information on place of residence / registered seat:  Street and number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Town: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, Postcode: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Country: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

Phone number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Is the application submitted by an authorised representative (*e.g. authorisee*)? □ Yes | □ No

Is the application jointly submitted by several persons (*e.g. all co-owners*)? □ Yes | □ No

*If the application is submitted by an authorised representative or jointly by several persons, please submit their information by attaching the appropriate signed document (e.g. authorisation) or an attachment prepared in free form, or adapt this template in electronic form.* *Be sure to read "Notes › Authorisation".*

**3. INFORMATION ON THE OWNER**

Is the applicant also the person for whose benefit the ownership rights are claimed?

|  |  |
| --- | --- |
| □ | Yes. The applicant shall be: □ the sole owner (no co-owners) | □ the co-owner of \_\_\_\_ / \_\_\_\_ part. |
| □ | Ne |

*If ownership is claimed for multiple co-owners and/or for a person other than the applicant;*

|  |  |
| --- | --- |
| □ | In Attachment \_\_\_\_ of this application, the information on the person/persons for whose benefit the ownership rights are claimed is submitted (*Prepare the attachment in free form and sign it or adapt this template in electronic form*) |

**4. INFORMATION ON THE USER, SHIP OPERATOR AND COMPANY** - information on the persons for which the entry is requested in their capacity of user / ship operator / company of the ship or yacht

*For ships*: Is the owner of the ship also going to be the ship operator? □ Yes | □ No

*For ships*: Is the owner of the ship also going to be a company? □ Yes | □ No

*For yachts:* Is the owner of the yacht also going to be the user? □ Yes | □ No

*If you chose "No" for at least one of the above*;

|  |  |
| --- | --- |
| □ | In Attachment \_\_\_\_ of this application, information on □ the ship operator | □ company | □ user is submitted (*Prepare the attachment in free form and sign it or adapt this template in electronic form*) |

**5. DELIVERY BY E-MAIL** - *if necessary, or if appropriate, fill out the information below*

E-mail for delivery:

|  |  |
| --- | --- |
| to the applicant: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| to the authorisee of the applicant: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| to the owner: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| to the authorisee of the owner: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

(*Additional examples: e-mail address for delivery to the user / shipping company / co-owner / mortgage creditor, or to another person whose data may be entered in the register.*)

*For natural persons:*

Do you expressly agree that the delivery of all communications in all procedures under the jurisdiction of the Ministry responsible for maritime affairs related to the seagoing vessel of craft in question may also be made via the above electronic delivery address with the effect of personal delivery? (*It is recommended that you mark "Yes"*)

Statement of the applicant: □ Yes | □ No | □ Yes, but only for this procedure

Statement of the authorisee of the applicant: □ Yes | □ No | □ Yes, but only for this procedure

Statement of the owner: □ Yes | □ No

Statement of the authorisee of the owner: □ Yes | □ No

Statement of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_: □ Yes | □ No

**6. ATTACHMENTS** (*please mark and attach the applicable*)

|  |  |
| --- | --- |
| □ | Document proving ownership of the ship or yacht (*e.g. a written purchase and sales agreement with an explicit statement of the previous owner that the permits the entry in favour of the buyer and the certified signature of the seller as the previous owner*) |
| **Document proving the fulfilment of conditions for entry in the register of ships in accordance with Articles 187 and 188 of the Maritime Code**:   |  |  |  | | --- | --- | --- | | □ | a copy of both sides of an identity card showing that the future owner is a citizen of the Republic of Croatia or |  | | □ | that he/she suggested that the addressee inspect the court registry in order to prove that the owner is a legal person established in the Republic of Croatia or |  | | □ | other document/proof/fact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | | |
| **Certificates / ledgers** | |
| *For a newly constructed (new) ship or yacht*: | |
| □ | Certificate of construction issued by the shipbuilder or shipyard |
| □ | Certificate from the classification organization on the completion of the construction containing all the information to be entered in sheet A |
| *For an existing (used) ship or yacht:* | |
| □ | Certificates and ledgers as defined in the attachment "Attachment - Documents Determining Technical Eligibility" (*see the bottom of the application*) |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| □ | *If a ship or yacht is transferred from a foreign register to the Croatian register of ships*; certificate from the authority keeping the foreign register of ships that the ship or yacht has been deleted from that register. |
| **Other attachments** | |
| □ | *If the ship operator / company / user are entered*: documents proving the status of the ship operator / company of the ship or user of the yacht (*e.g. chartering agreement*) |
| □ | *If the gross tonnage of the ship or yacht exceeds 1000*; certificate of insurance or other financial guarantee for the purpose of issuing a bunker certificate |
| □ | *If the ship will transport more than 2000 tons of oil as cargo*; certificate of insurance or the existence of another financial guarantee for the purpose of issuing a CLC certificate |
| □ | *If the gross tonnage of the ship or yacht is 300 tons or more*; certificate of insurance or another financial guarantee for the purpose of issuing a wreck certificate |
| □ | *If the ship will be used for international transport in part or in whole and the ship is authorised to carry more than 12 passengers*; certificate of insurance or another financial guarantee for the purpose of issuing a PLR (Athens) certificate |
| □ | *For foreign legal persons*; an excerpt from the register of companies for a foreign legal person, or a trade register for a foreign natural person / sole proprietorship or a copy of the identification document of a foreign natural person |
| □ | *If the ship/yacht needs to use the radio frequency spectrum*; attachment containing the information necessary for issuing a license for the use of the radio frequency spectrum. |
| □ | Administrative fees (*see notes*). |
| □ | *When required by special regulations*; technical inspection and calibration fees. |
| □ | Authorisation (*attach if applicable;* *Be sure to read "Notes › Authorisation")* |
| □ | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**7. ADDITIONAL ENTRIES AND NOTIFICATIONS**

Do any additional facts, data or rights (e.g. mortgage) need to be entered or should the title body be informed of additional facts relevant to this procedure?

|  |  |
| --- | --- |
| □ | No |
| □ | Yes - the information is in Attachment \_\_\_\_ of this application (*Prepare the attachment in free form and sign it or adapt this template in electronic form*) |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| (place and date of submission) |  | (signature/stamp of the applicant) |

**NOTES**

**Payment of administrative fees (revenue stamps).** If the application is submitted by:

* *1 person*, the amount of administrative fees to be paid is HRK 35.00
* *more than 1 person*, the administrative fee is multiplied by the number of applicants (e.g. 2 applicants = HRK 70)

All documents must be submitted **in the original or as a certified transcript or a certified copy**.

Documents drawn up in a foreign language must be accompanied by **a certified translation in the Croatian language and Latin script with the exception of the following documents which may be drawn up in English** (Article 282 of the Maritime Code):

* certified documents with the statement of the transferor on the transfer of ownership, which contains the essential elements of the legal transaction (Article 213 (3) of the Maritime Code) and
* certificate from the authority keeping the foreign register of ships that the ship has been deleted from that register.

**Authorisation.** When a person upon whose application the procedure is initiated is abroad, and has no person authorised for representation in the Republic of Croatia, the person is obliged to appoint an authorised person residing in the Republic of Croatia for receiving communications. If the person fails to do so, the application shall be dismissed by a decision. When registering a boat or yacht owned by a foreign natural or legal person, with the application for registration, the owner is obliged to enclose the authorisation authorizing a Croatian legal or natural person residing or established in the Republic of Croatia to represent him in his absence from the Republic of Croatia before the competent Croatian authorities.

**A foreign public document** may, in principle, be used in proceedings before any authority of the Republic of Croatia if it has been authorised in a process of full legalization or if it contains an Apostille certificate or if an international agreement/treaty permits its use without the aforementioned formalities. Official authentications of statements of private persons, as well as the official or notarial certification of signatures, shall also be considered as foreign public documents if the certification was made by a foreign authority or a foreign authorized person.

**ATTACHMENT - DOCUMENTS DETERMINING TECHNICAL ELIGIBILITY**

1. **DOCUMENTS DETERMINING THE TECHNICAL ELIGIBILITY OF AN EXISTING SHIP OR YACHT LONGER THAN 24m**
   1. **YACHTS**

For the purpose of determining technical eligibility, the following needs to be attached with the application for the first entry of an existing yacht:

* ***A copy of the registration*** issued by the maritime administration whose flag the yacht has been using so far,

and

* ***Certificate of classification*** issued by a foreign acknowledged organisation (ships longer than 24 meters with a gross tonnage less than 100, except for passenger ships, are not required to attach the certificate of classification);
  1. **SHIPS**

For the purpose of determining technical eligibility, the following needs to be attached with the application for the first entry of an existing ship:

* + 1. **All ships regardless of their purpose and navigation area:**
* ***A copy of the registration*** issued by the maritime administration whose flag the boat has been using so far,

and

* ***Certificate of classification*** issued by an acknowledged organisation;

and

* ***Permanent record of the ship*** issued by the maritime administration whose flag the boat has been using so far,
  + 1. **In addition to the documents under 3.2.1., depending on the type of ship and the navigation area, the following needs to be submitted for determining technical eligibility:**
* For determining the technical eligibility of passenger ships and ro-ro passenger ships, the following also needs to be submitted:
* ***Certificate of passenger ship safety with a list of data***, if the application refers to the entry of a ship in international navigation;
* ***Certificate of passenger ship safety (issued in accordance with the provisions of Directive 2009/45/EC) with a list of data***, if the application refers to the entry of a ship in international navigation;
* For determining the technical eligibility of high-speed crafts that meet the requirements of the HCS Code, the following also needs to be submitted:
* ***Certificate of high-speed craft safety with a list of data***;
* For determining the technical eligibility of cargo ships (bulk carriers, tankers, general cargo vessels, floating liquid cargo production and storage vessels (FPSO), floating liquid cargo storage vessels (FSU) and other types of cargo ships), the following also needs to be submitted:
* ***Certificate of cargo ship construction safety;***
* For determining the technical eligibility of mobile offshore units that meet the requirements of the MODU Code, the following also needs to be submitted:
* ***Certificate of mobile offshore drilling unit safety;***
* For determining the technical eligibility of fishing ships, the following also needs to be submitted:
* ***Certificate of the ability of the ship to sail with a list of data*;**
* ***Certificate of the compliance of the fishing ship with a list of equipment for fishing ships longer than 24 meters;***
* For determining the technical eligibility of other types of ships, the following also needs to be submitted:
* ***Certificate that the ship complies with the relevant International Maritime Organization conventions, codes, recommendations and standards, and/or EU regulations applicable to a specific type of ship issued by the Croatian Register of Ships***

or

* ***Certificate that the ship complies with the technical requirements laid down for this type of ship registered in Croatia issued by the Croatian Register of Ships.***