

Application for a Pleasure Craft Licence

Private/ Commercial (Imported) - Checklist

1) Business Registration/ Shareholding

Individual	- National Identity Card or Copy of Passport
Company	- Business Registration Card (applicable only for commercial licence) - Certificate of Incorporation - Letter from Company's Secretary certifying shareholding structure as at date of application stating the names and nationalities of directors and shareholders, and respective number of shares. - For first application , updated list of Shareholders and Directors certified by Registrar of Companies and copies of National Identity Card/ Residence Permit/ Occupation Permit (as applicable) of Shareholders and Directors
Société	- Business Registration Card (applicable only for commercial licence) - Acte de Société or Partnership deed - List of directors and partners of the Partnership, as at date of application specifying their respective names and nationalities and certified by the Managing Director (Gérant)

	NEW (Imported)		SECOND-HAND (Imported)
2	Duly filled Application Form + payment of application fee of Rs 1,000 (Note: For Private Pleasure Craft, to specify on application where craft will be kept)	2	Duly filled Application Form + payment of application fee of Rs 1,000 (Note: For Private Pleasure Craft, to specify on application where craft will be kept)
3	Copies of Valid Residence/Occupation permit for Non-citizens (Director/Promoter/Shareholders/Partners)	3	Copies of Valid Residence/Occupation permit for Non-citizens (Director/Promoter/Shareholders/Partners)
4	Specifications of craft with details including length, beam, type, model, means of propulsion and year of construction	4	Specifications of craft with details including length, beam, type, model, means of propulsion and year of construction
5	Photograph/Construction Plan/Design of craft	5	Photograph/Construction Plan/Design of craft
6	If craft is of more than 5 years, submission of a survey report from a recognized International Body (such as Veritas, Lloyds, etc) or from a certified surveyor from the country of origin	6	Letter / quotation from previous owner / dealer certifying his/her intention to sell the craft to applicant OR Registered Sale Deed/Registered Declaration Form OR any other official document
7	In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.	7	If craft is of more than 5 years, submission of a survey report from a recognized International Body (such as Veritas, Lloyds, etc) or from a certified surveyor from the country of origin

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8	Once approved for LOI, additional information will be requested on same.	8	In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
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Note:

- a. **In case, craft has already been imported, the following documents will have to be submitted:**
 - i. Bill of Entry,
 - ii. MRA Customs Clearance;
 - iii. Proof of Ownership (Invoice, Registered Sale Deed (as per format) or Registered Declaration Form (as per format)). In case, applicant has imported/ or purchased craft from a dealer/company, to submit letter from Supplier (with letterhead and seal of the company) that the dealer /company from which craft has been purchased, is the distributor of craft (specifying model) in Mauritius.
 - iv. Builders Certificate, specifying name & contact details of builder and details of craft such as length, beam, type, means of propulsion as well as date of construction of craft among others.
 - v. If craft is of more than 5 years, submission of a survey report from a recognized International Body (such as Veritas, Lloyds,etc) **or from a certified surveyor from the country of origin;**
- b. **For a Private Pleasure Craft Licence, an application for survey (form available at TA) along with survey fee (as applicable) should be submitted.**
- c. **For Commercial Pleasure Craft Licence, the craft will also be subject to a survey by Officers of this Authority. Same will be specified on the letter of intent, if application is approved.**