



Application for a Pleasure Craft Licence

Replacement of Craft - Checklist

1) Business Registration/ Shareholding

Individual	- National Identity Card or Copy of Passport
Company	- Business Registration Card (applicable only for commercial licence) - 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
Société	- Business Registration Card (applicable only for commercial licence) - List of directors and partners of the Partnership, as at date of application specifying their names and respective nationalities and certified by the Managing Director (Gérant)

	Local Construction (NEW)		Change in Ownership (Craft registered at TA)		In case craft previously registered at other Authorities (Craft NOT registered at TA)
2	Duly filled Application Form + payment of application fee of Rs 1,000 (Note: In case of application for Private Purpose to specify on application where craft will be kept)	2	Duly filled Application Form + payment of application fee of Rs 1,000 (Note: In case of application for Private Purpose to specify on application where craft will be kept)	2	Duly filled Application Form + payment of application fee of Rs 1,000 (Note: In case of application for Private Purpose to specify on application where craft will be kept)
3	In case of change in shareholding structure, copies of valid Residence/ Occupation permit for Non-citizens (Director/Promoter/ Shareholders/ Partners)	3	In case of change in shareholding structure, copies of valid Residence/ Occupation permit for Non-citizens (Director/Promoter/ Shareholders/ Partners)	3	In case of change in shareholding structure, copies of valid Residence/ Occupation permit for Non-citizens (Director/Promoter/ Shareholders/ Partners)
4	Builder's 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.	4	Registered Sale deed as per format	4	Registered Sale deed as per format
		5	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of	5	Builder's 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.
5	Registered Sale Deed, as per format OR proof of ownership (sworn affidavit, if necessary) and accompanied by Registered Declaration Form as per format.	6	Application for survey (form available at TA) + Survey fee as applicable Note: In case the survey of craft of previous owner is valid for a minimum period of three months:	6	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of



			<p>i. There will be no need for a new survey</p> <p>ii. To submit letter from previous owner informing that the craft had not been subject to any modifications since last survey and all equipment were on board at time of sale</p>		
6	Letter to TA (a) requesting authorization to replace existing craft and (b) informing how the existing craft will be disposed of	7	Original pleasure craft licences (yellow + grey cards) for both craft	7	Copy of boat licence from other authorities wherever applicable and Deregistration certificate from other authorities
7	Original pleasure craft licence (yellow + grey cards) for existing craft Original Survey Certificate	8	Original Survey Certificates for both craft	8	Application for survey (form available at TA) + Survey fee as applicable
8	Application for survey (form available at TA) + Survey fee as applicable	9	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.	9	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.
9	In case of request for Letter of Intent specification of craft (Length+ Beam) Photograph as per prevailing policy for replacement of craft as per prevailing policy for replacement of craft				
10	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.				

Note: In case craft to be replaced is to be imported, refer to checklist for imported craft.