

DOMESTIC SHIPPING OFFICE

I. APPLICATION TO AUTHORITY TO ACQUIRE THRU IMPORTATION/OUTRIGHT PURCHASE

Pre-Approval Documents

1. Letter of Application
2. Memorandum of Agreement (MOA)/Deed of Sale/Bill of Sale
 - In case of Taiwanese-registered vessel, the Agreement/Deed of Sale should be noted and verified by Manila Economic and Cultural Office (MECO) and duly notarized by a Notary Public in Taiwan
3. Duly notarized Resolution of the company's Board of Directors, certified by the Board Secretary, authorizing the filing of the application and designating the officials/authorized representatives to present the applicant-company
4. Latest Certificate of Good Standing/Company Seal or Business Registration of the vessel's registered owners showing its current list of Directors/Officers
5. Power of Attorney or Board Resolution authorizing the signatory to the MOA/Deed of Sale/Bill of Sale to act as such in behalf of the registered owner
6. Certificate of Vessel's Original Registry/Nationality
 - In case of Taiwanese-registered vessels, the Vessel's Registry/Nationality should be noted and verified by Manila Economic and Cultural Office (MECO) and duly notarized by a Notary Public in Taiwan
7. General Arrangement Plan of the vessel
8. Class Certificate or equivalent Certificate in case of newbuilding (if applicable)
9. Latest and Valid Survey Report (not applicable to newbuilding)
10. Builder's Certificate/Shipbuilding Contract (for newbuilding only and if no MOA/Deed of Sale is submitted)
11. Certification from the classification society that the vessel was constructed in accordance with the standards/rules and regulations of the classification society (for newbuilding only)

Post Approval Documents

1. Certified true copy of Protocol of Delivery and Acceptance
2. Original copy of Vessel's Certificate of Deletion from former original flag of registry
3. Duly notarized/authenticated Memorandum of Agreement/Deed of Sale/Bill of Sale
4. Duly notarized/authenticated Power of Attorney or Board Resolution authorizing the signatory to the MOA/DOS/BOS to act as such in behalf of the registered owner
5. Proof of payment of customs duties and taxes
6. Certificate of Authority issued by the BOI (for company/vessel availing of the incentives under E.O. No. 226)