The following documentation should be submitted for a transfer within the jurisdiction:

- Form CISR 857 – Application for Miscellaneous Services.
- Form Request for Services (RFS) for re-issuing Insurance Certificates:
  - Vessel >300GT need new:
  - Vessels >1000GT need new:
    - Certificate for Wreck Removal Insurance; and
    - Certificate for Bunker Oil Pollution Insurance.
- Blue Card from the Protection and Indemnity (P&I) Insurer the re-issue of Certificates of Insurance.
- Current (within one month) Certificate of Good Standing for the owning company. If the company is incorporated in the Cayman Islands within the same year of the registration, a copy of the Certificate of Incorporation is sufficient. However, if the owner is an individual (or joint owners), a copy of his/her passport signed by an official person who works in a recognized profession (similar to those of passport requirements will be sufficient, e.g. Doctor, Accountant, Barrister etc.) is required.
- Undertaking to return Certificate of British Registry.
- Resolution of consent from the Mortgagee to Transfer Ports within the Jurisdiction (if applicable).
- Transfer of Port within Jurisdiction fee.
- Insurance Certificate fee.
- Courier fee, where applicable.

Prior to transfer of port out, all outstanding fees must be settled.

Note: Once the Transfer of your vessel is complete, your Radio License will need to be re-issued. To do this please contact OfReg on licensing@ofreg.ky with their completed Radio license application form. Website: www.ofreg.ky

Please visit www.cishipping.com to access forms, fees, vessel registration related services matrices and a list of office locations that may be more suited to your proximity.

A consultative fee is levied for services provided by office outside the Head Office