The following documentation should be submitted for a transfer of port (out) by the Owner or an Authorized Person:

- Form CISR 857 - Miscellaneous services;
- Letter of confirmation from the Cayman Representative Person that they are aware of the transfer of port;
- 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), we will need a notarised copy of his/her passport;
- Return of the Certificate of British Registry, or an undertaking to return it;
- Transfer of Port (Out) fee;
- Email fee (if applicable); and
- Courier fee (if applicable).

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

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 applicable for services provided by offices other than the Head Office in George Town.