



# APPLICATION TO TRANSFER A CERTIFICATE OF OPERATION

Marine Safety (Domestic Commercial Vessel) National Law Act 2012, Schedule 1  
Marine Order 504 (Certificates of Operation – national law) 2013

This application form should be completed by applicants seeking to transfer a National System Certificate of Operation to ensure information on the certificate remains accurate.

Transfers include change in the Certificate Holder and/or the Company operating the business.

## A. Applicant details

Please complete Section 1A if you are making an application as an individual or sole trader, or Section 1B if you are making an application as a company.

### 1A. Individual/Sole traders

Title (Mr, Mrs, Dr, etc.)	Surname
<input type="text"/>	<input type="text"/>

Given names
<input type="text"/>

Trading name
<input type="checkbox"/> Same name as specified above OR specify trading name
<input type="text"/>

Street Address		
Street number and name		
Town/suburb	State	Postcode

Country
<input type="checkbox"/> Australia OR specify other
<input type="text"/>

Postal Address		
<input type="checkbox"/> Same as street address above		
OR specify different street number and name/PO Box		
Street number and name/PO Box		
Town/suburb	State	Postcode

Country
<input type="checkbox"/> Australia OR specify other
<input type="text"/>

Contact numbers	
Business	Mobile
Fax	Email

### 1B. Companies

Name
<input type="text"/>

ACN/Registration Number/ABN
<input type="text"/>

Trading name
<input type="checkbox"/> Same name as specified above OR specify trading name
<input type="text"/>

Street Address		
Street number and name		
Town/suburb	State	Postcode

Country
<input type="checkbox"/> Australia OR specify other
<input type="text"/>

Postal Address		
<input type="checkbox"/> Same as street address above		
OR specify different street number and name/PO Box		
Street number and name/PO Box		
Town/suburb	State	Postcode

Country
<input type="checkbox"/> Australia OR specify other
<input type="text"/>

Contact numbers	
Business	Mobile
Fax	Email

## B. Applicant status

The applicant must answer the following questions before consideration of this application may be undertaken by the National Regulator or its Delegate. Tick either YES or NO for each of the questions 1-7 below. If the answer to any of the questions is YES, then provide further details in the space provided.

- 1 Has the applicant had a similar certificate, issued under a law of the Commonwealth or a State or Territory, suspended, revoked or cancelled? Yes  No
- 2 Is the applicant suffering from a medical condition or does the applicant have a physical or mental incapacity that makes the applicant unsuitable to hold or to continue to hold the certificate? Yes  No
- 3 Is the applicant an undischarged bankrupt or insolvent? Yes  No
- 4 Does the applicant have unpaid court-imposed fines? Yes  No
- 5 Has the applicant been disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001? Yes  No
- 6 Has the applicant been found to be not a fit and proper person under a law? Yes  No
- 7 Has the applicant been subjected to any civil penalties imposed under the regulations? Yes  No

## C. Certificate(s) currently held

Applicants who hold an existing Certificate of Operation must complete this section and provide either the original of their current certificate(s) (if lodging in person) or a certified copy (if lodging by post).

Certificate number <div style="border: 1px solid black; height: 25px;"></div>	Issue date <div style="border: 1px solid black; height: 25px;"></div>	Expiry date <div style="border: 1px solid black; height: 25px;"></div>
Place of issue <div style="border: 1px solid black; height: 25px;"></div>	Issuing Marine Safety Agency <div style="border: 1px solid black; height: 25px;"></div>	

Has your existing certificate ever been suspended or revoked? Yes  No

If YES, provide details below (continue on a separate page if necessary)

## D. Transfer sought

Transfer sought

*Example – Transfer entire operation from Boats R Us to Boats R U  
Transfer name of original Certificate Holder to new Certificate Holder*

Reasons why

*Example – Change in company ownership Death of original certificate holder*

Evidence to support application

Example – Legal Documentation of change in company ownership, Death certificate, legal documentation to declare new Certificate Holder

Evidence to support your application must be provided.

E. Checklist of forms/documents attached/to be sighted

- Evidence to support application – as listed at Section 4 above
Current Certificate of Operation - provide either the original of their current certificate(s) (if lodging in person) or a certified copy (if lodging by post)

F. Applicant's declaration and consent

I declare that:

- to the best of my knowledge the information provided by me in this application (and any attachments I have included with this application) is true and correct.
I consent to the Australian Maritime Safety Authority, as the National Regulator, making all reasonable enquiries in order to verify that the information provided by me in this application (and any attachments I have included with this application) is true and correct.
I understand and acknowledge that the Australian Maritime Safety Authority, as the National Regulator, may ask that I provide any information or document that the National Regulator reasonably considers necessary for consideration of this application.
I understand and acknowledge that the Australian Maritime Safety Authority, as the National Regulator, may ask another person to provide any information, document or agreement that the National Regulator reasonably considers necessary for consideration of this application.
I understand and acknowledge that a person is guilty of an offence under section 137.1 of the Criminal Code Act 1995 if the person gives false or misleading information, or omits anything without which the information is misleading to a Commonwealth entity; a person who is exercising powers or performing functions under a law of the Commonwealth, or the information is given in compliance or purported compliance with a law of the Commonwealth.

Signature

Name

Date

Signature input box

Name input box

Date input box

Privacy Statement

The purpose of collecting this information is to allow the National Regulator to decide whether to issue a Certificate of Operation under s.48(1) of Schedule 1 of the Marine Safety (Domestic Commercial Vessel) National Law Act 2012. This information may be passed to Commonwealth or State/Territory government agencies for the purposes of marine safety

How to lodge

Take or send your completed application and attachments to your local Marine Safety Agency. Details are available at www.nationalsystem.amsa.gov.au.

Payment of fees

Please contact your local Marine Safety Agency for details of fees, when and how to pay them.

What happens next?

Your Local Marine Safety Agency will advise the next steps in the certification process, together with any further information you may be required to provide.

Further information

For further information please contact your local Marine Safety Agency or www.nationalsystem.amsa.gov.au.