



# Isle of Man Ship Registry

## DEPARTMENT OF TRADE & INDUSTRY

The Merchant Shipping Registration Act 1991

### Advice of Appointment of Ship's Manager, Manager Owner or Representative Person

1. The appointment of a Representative Person is required by section 4 of the Merchant Shipping Registration Act 1991.
  - (a) In the case of a Manx Merchant Ship, the representative person must be a body corporate incorporated in and having its principal place of business in the Isle of Man which undertakes the principal functions as Manager or Managing Owner.
  - (b) In the case of a pleasure yacht the representative person can either be an individual or a body corporate resident in the Isle of Man which undertakes management functions in respect of the yacht.
2. The Department must be kept informed of all changes of Manager or Representative person including changes in names, addresses and new appointments.
3. The Manager should be guided by Registry Advice Note number 07 and should complete the Questionnaire on page 2 of this form, which gives an indication of the expected responsibilities of a Ship's Manager.

Official/IMO Number

Name of Ship

Port of Registry

The under mentioned is/are hereby appointed:

Representative Person

Manager

Full Name

Full Address

Signature of owner, Disponent Owner, Charter, or Authorised Officer

Date

Full Name &  
Signature

Date

Full Name of Manager

**MANAGEMENT QUESTIONNAIRE****PLEASE PROVIDE THE FOLLOWING:-**

1. (a) The Directors' names, permanent addresses, Nationality and shareholding of director;

- (b) Where and how frequently Directors' meetings are normally held;

- (c) Where the annual general meeting is normally held;

- (d) Address where the Company's accounts are maintained (if different from Principal Place of Business);

- (e) The number of technical personnel employed by the Company;  
(f) The address in the Isle of Man where a copy of the crew list is lodged in accordance with regulation 15(1) of the Merchant Shipping (Crew Agreements, Lists of Crew and Discharge of Seamen) Regulations 1991 (in the case of a Merchant Ship) or regulation 6(1) of the Merchant Shipping (Pleasure Craft)(List of Crew) Regulations 1989 (in the case of a pleasure yacht over 80 GRT).

2. If certain management functions are sub-delegated to persons other than the appointed manager, please give the name of the person or company who:

- (a) exercises control over the movement of the ship;

- (b) is the holder of the Document of Compliance required by the ISM Code;

- (c) is responsible for the employment and recruitment of the crew;

- (d) pays the crew's wages