**INDIVIDUAL APPLICATION FOR MEMBERSHIP**

The majority owner or charterer (in the case of a charter registration) of the vessel may make an application to become a Cook Islands Ship Owners Association (CISOA) member, in order to become a “qualified person” under the Cook Islands Ship Registration Act 2007, as amended by the Maritime Transport Act 2008. Information and supporting documentation pertaining to the owner/charterer, beneficial owner and controlling principal must be provided in this form as required under the Financial Transactions Reporting (Maritime Cook Islands) Regulations 2017, so that due diligence can be completed.

Members registering new vessels or renewing their membership, who have not previously been through this due diligence process must complete this form.

**PART 1 - Details of Vessel**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ships Name** | **Vessel Type** ***(select from drop-down list)*** | **Length** | **Gross Tonnage** |
|  |   |       |       |

***Area of operation (please specify):***

*(Note: If operating internationally, specify the region, gulf, sea area or country the vessel regularly operates in and around).*

**PART 2.0 - Details of Owner/Charterer**

|  |  |
| --- | --- |
| **Individual/Partnership name and addresses** | **Contact Details** |
| **Owner/Charterer’s Full Name** |       | **Telephone (Country Code / Area Code)** |       |
| **Mobile/24-hr (Country Code / Area Code)** |       |
| **Entity Registered Address** |       | **E-mail** |       |
| **Principal place of business (physical address)** |       | **Website:** |       |
| *[ ]  Provide certified copy of passport of* ***Individual****;* *[ ]  Provide certified copy of passport of each* ***Partner****;**[ ]  Complete* ***PART 2.1 Individual/Partner Details****, if more than one (1) Individual / Partner.****Note 1****: If the yacht is owned by one (1) Individual, this same person would be the [[1]](#footnote-1)Beneficial Owner and the [[2]](#footnote-2)Controlling Principal.****Note 2****: If the Owner/Charterer is a Trust, provide a certified copy of Trust Deed and a certified copy of passport of trustee(s).* |

**PART 2.1 Individual / Partner Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name****(First Name, Surname)** |       | **Mobile No.****(Country Code / Area Code)** |       |
| **Email** |       | **Are you the Beneficial Owner?** | *Select* ***Yes*** *or* ***No*** *from drop-down list below:* |
| **Principal Residential Address** |       |

*[ ]  Provide certified copy of passport of the Individual / Partner.*

**Individual / Partner Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name****(First Name, Surname)** |       | **Mobile No.****(Country Code / Area Code)** |       |
| **Email** |       | **Are you the Beneficial Owner?** | *Select* ***Yes*** *or* ***No*** *from drop-down list below:* |
| **Principal Residential Address** |       |

*[ ]  Provide certified copy of passport of the Individual / Partner.*

**PART 3.0 Details of Controlling Principal**

*Complete this Part, if* ***not*** *the Owner/Charterer. The Controlling Principal means a ship manager or bareboat charterer (or any other person) who has assumed responsibility for the operation of the vessel.*

|  |  |
| --- | --- |
| **Controlling Principal name and addresses** | **Contact Details** |
| **Company/Individual Full Name** |       | **Telephone (Country Code / Area Code)** |       |
| **Mobile/24-hr****(Country Code / Area Code)** |       |
| **Registered Address** |       | **E-mail** |       |
| **Principal place of business (physical address)** |       | **Website:** |       |
| *If the Controlling Principal is an* ***Individual****, the following document must be provided:**[ ]  Provide certified copy of passport of the* ***Individual****;* *If the Controlling Principal is a* ***company/entity****, the following documents must be provided:**[ ]  Provide a copy of the Register of Directors;* *[ ]  Provide a copy of the Register of Shareholders;**[ ]  Provide a certified copy of passport for* ***each director****;* *[ ]  Provide the Certificate of Incorporation (or equivalent document);**[ ]  Provide the current Certificate of Good Standing (or equivalent document);* *[ ]  Complete* ***PART 3.1 Directors of Controlling Principal.******Note 3****: If the Owner/Charterer is a Trust, provide a certified copy of Trust Deed and a certified copy of passport of trustee(s).* |

**PART 3.1 Directors of Controlling Principal**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name****(First Name, Surname)** |       | **Mobile No.****(Country Code / Area Code)** |       |
| **Email** |       | **Are you the Beneficial Owner?** | *Select* ***Yes*** *or* ***No*** *from drop-down list below:* |
| **Principal Residential Address** |       |

*[ ]  Provide certified copy of passport of the beneficial owner of the Controlling Principal.*

**Directors of Controlling Principal**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name****(First Name, Surname)** |       | **Mobile No.****(Country Code / Area Code)** |       |
| **Email** |       | **Are you the Beneficial Owner?** | *Select* ***Yes*** *or* ***No*** *from drop-down list below:* |
| **Principal Residential Address** |       |

*[ ]  Provide certified copy of passport of the beneficial owner of the Controlling Principal.*

*Note: If more space is required, provide Directors of Controlling Principal Details on a separate sheet.*

**PART 3.2 Beneficial Owner of the Controlling Principal**

|  |  |
| --- | --- |
| **Full Name****(First Name, Surname)** |       |
| **Email** |       | **Mobile (Country Code / Area Code)** |       |
| **Principal Residential****Address** |       |

*[ ]  Provide certified copy of passport of the beneficial owner of the Controlling Principal.*

*Note: If more space is required, provide Beneficial Owner of the Controlling Principal Details on a separate sheet.*

**PART 4 Declaration**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| The owner/charterer or duly [[3]](#footnote-3)authorised person must complete this declaration. The declarant, by signing this form under Power of Attorney on behalf of the Owner/Charterer confirms that they are duly authorised to do so.

|  |  |
| --- | --- |
| **Full name of Declarant** |       |
| **Relationship to Owner/Charterer (if the authorised person)** |       |
| **Declarant’s Business Address** |       |
| **Declarant’s Residential Address** |       |
| **Email Address** |       |
| **24/hr Mobile (incl. Country Code/Area Code)** |       |

*[ ]  Provide certified copy of passport of authorised person (if not already provided above).**(Please select from the drop-down list below)*The  declares;1. That the information given in this form and all supporting documents are true and correct.
2. That none of the entities or individuals referred to above are associated with any of the entities or individuals listed on the UN mandated Sanctions list found at:

<https://scsanctions.un.org/search/>1. That CISOA will be advised of any changes to the details supplied above as soon as practicable.
2. That CISOA will be provided with a Certificate of Good Standing for the companies referred to above on every anniversary of this application.

**This Declaration shall be made before a Justice of the Peace, or a Commissioner for Oaths, Solicitor, Notary Public or the Registrar or Deputy Registrar of Ships of the Cook Islands Ships Registry or before any person authorised by law to administer oaths in the country where the declaration is made.** |
| I hereby appoint the Registrar of Ships of the Cook Islands to act on my behalf at any meetings of CISOA that I am unable to attend, on condition that I am notified in advance of the agenda and that the Registrar undertakes to follow my instructions, if so given. | *Select from the drop-down list;* |

|  |  |
| --- | --- |
| **Full Name of Declarant**  | **Full Name of Witness** |
|       |       |
| **Signature of Declarant** | **Signature of Witness** |
|       |       |
| **Date** | **Occupation & Address** |
|  |  |

 **Important Note:** All information collected, processed and stored is strictly confidential. For further information refer to Maritime Cook Islands (MCI) Privacy Policy.

<https://www.maritimecookislands.com/maritime-cook-islands/privacy-policy/>

**Glossary**

**Area of operation –** This means the countries the vessel regularly operates in and around.

**Beneficial Owner –** Beneficial owner refers to the natural person(s) who ultimately owns or controls an entity and/or the natural person on whose behalf a transaction is being conducted. It also includes those persons who exercise ultimate effective control over a legal entity or legal arrangement. Refer to the FATF Recommendations 2012, General Glossary, *Beneficial Owner*).

**Certified** – This means certified as a true and correct copy of the original by a Justice of the Peace, or a Commissioner for Oaths, Solicitor, Notary Public or the Registrar or Deputy Registrar of Ships of the Cook Islands Ships Registry or before any person authorised by law to certify official documents in the country where the certification is made. The certifier must include their full name, position/capacity, registration number (if any), address, contact details and the date of certification.

**Controlling Principal** – This means either the owner of the vessel, or the commercial ship manager or the bareboat charterer (or any other person) who has assumed responsibility for the operation of the vessel. Refer to the *Financial Transactions Reporting (Maritime Cook Islands) Regulation 2017, section 4.*

**Nature of operation –** This means the nature of business that is or will be undertaken on the vessel by the controlling principal. Refer to the *Financial Transactions Reporting (Maritime Cook Islands) Regulation 2017, section 3.*

**Owner** – This means, in relation to a Cook Islands vessel, the registered owner. Refer to the *Cook Islands Ship Registration Act 2007 (2), Interpretation.*

**Principal residential address** – This means the primary location that a person inhabits, also referred to as a primary residence or main residence.

**Qualified Person** – means either:

(a) a person who is resident in the Cook Islands, or

(b) an entity which:

 (i) is incorporated in the Cook Islands; or

 (ii) is registered or established in the Cook Islands; or

(c) a person who, being an owner of a commercial yacht or a private pleasure craft, is a current member of an organisation or other entity which is notified by the Minister in the Gazette. Refer to the *Cook Islands Ship Registration Act 2007 (2), Interpretation.*

1. *Beneficial owner refers to the natural person(s) who ultimately owns or controls an entity and/or the natural person on whose behalf a transaction is being conducted. It also includes those persons who exercise ultimate effective control over a legal entity or arrangement. (Source: FATF Recommendations 2012, General Glossary, Beneficial Owner).* [↑](#footnote-ref-1)
2. *Refers to a ship manager or bareboat charterer (or any other person) who has assumed responsibility for the operation of the vessel.* [↑](#footnote-ref-2)
3. *If the Declarant is not the Technical Manager as indicated on Form 1A, provide Power of Attorney or Letter of Authorisation from the Owner/Charterer to be submitted in English.* [↑](#footnote-ref-3)