

# Attachment 13

## Application Form for Registration of Alteration of the Authorized Business Scope to be operated by a Shipping Agency

Shipping Agency Permit No.: Chuan Wu ( ) Tze No.

MM/DD/YY

Company Name of the Applicant  Altered Items to be registered  Attachments to be submitted	Newly-added agency			Principal's company		Business Scope of Agency				Change of Passenger Ticket	Change of Sample of Bill of Lading	To terminate agency	
	Native operator	Shipping agency	Foreign Vessel Carrier	Location	Legal Representative	Vessel		Business Item					
						Increase		Decrease	Increase				Decrease
						Chartered	Self-owned						
Operator's liability insurance documents	✓	✓	✓			✓	✓						
Authorized Business Scope to be operated by the Shipping Agency (as Attachment 8)	✓	✓	✓						✓	✓			
Photocopies of Agency Contract	✓	✓	✓						✓	✓			
List of Vessels (as Attachment 11)	✓	✓	✓			✓	✓						
Photocopies of nationality certificates of the vessels	✓	✓	✓			✓	✓						
List of Principals (as Attachment 9)			✓										
Establishment registration documents in home country			✓										
Operational Information List (as Attachment 10)			✓										
Support documents for self-owned vessels			✓				✓						
Sample of passenger ticket			✓							✓			
Sample of bill of lading			✓								✓		
Rate tariffs and vessel schedules of the latest 3 month			✓										
Agreement between agent and principal								✓				✓	
Photocopies of charter party			✓			✓							
Other				✓	✓								
Explanatory Notes	<ol style="list-style-type: none"> <li>Regarding the newly-added agency business, please submit the application form (as Attachment 8) and its attachments pursuant to Article 13 of these Regulations.</li> <li>As to the location and legal responsibility of the Principal's company, please attach supportive documents of company registration.</li> <li>Regarding the agency for newly-added vessels, if it is chartered please attach the Registration Application Form for Bareboat/Chartered/Commissioned Operations for the Principals represented by the Shipping Agency (as Attachment 14); if it is self-owned please attach photocopies of the nationality certificate of the vessels.</li> <li>If the alteration of business scope is the agency agreement signed by a principal as a foreign vessel carrier, please process pursuant to Article 13 of these Regulations.</li> </ol>												
Applicant (Signature)							Phone No.						
							Address						

To  
Maritime and Port Bureau, MOTC