

# REPUBLIC OF THE MARSHALL ISLANDS



## Fees for Official Documents and Services

MARITIME ADMINISTRATOR

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**REPUBLIC OF  
THE MARSHALL ISLANDS**  
**MARITIME ADMINISTRATOR**

**Marine Notice**

**No. 1-005-1**

**Rev. Jan/2025**

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**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF  
MERCHANT SHIPS, AGENTS, AND RECOGNIZED ORGANIZATIONS**

**SUBJECT: Consolidated Fees and Charges List for Official Documents and Services**

**References:** (a) **RMI Maritime Act, 1990** ([MI-107](#))  
(b) **RMI Maritime Regulations** ([MI-108](#))

**PURPOSE**

This Marine Notice (MN) provides the fees for official documents and services from the Republic of the Marshall Islands (RMI) Maritime Administrator (the “Administrator”).

This MN supersedes Rev. Dec/2022. Amendments have been made to incorporate new fee schedules in §9.0 for Management Systems Certification Services by the Administrator, and §13.0 for Seafarer Certification.

**APPLICABILITY**

This Notice applies to all those with, or seeking to register, a vessel (except yachts) in the RMI. It also applies to all seafarers having or intending to obtain certifications for service aboard RMI-flagged vessels.

Section 8.14 applies to non-RMI registered vessels seeking a certificate of insurance or other financial security under international convention requirements.

The fees listed are applicable effective 01 January 2025. This MN will be reviewed and adjusted as required.

# REQUIREMENTS

## 1.0 Registration Fee Schedules

There are two fee schedules (A and B) available for vessels coming into the RMI Ship Registry. See §1.1 for Schedule A (standard fees) and §1.2 for Schedule B (sliding scale).

A [Tonnage Tax Calculator](#) is available to assist owners in determining which option is better for their situation.

### 1.1 Schedule A - Standard Fees

These are the standard fees payable for registering a vessel in the RMI.

#### .1 Initial Registration Fees Per Vessel

Initial Registration	US\$2,500
Bareboat Charter Registration	US\$2,500
Vessel Under Construction	US\$2,500 <sup>1</sup>

#### .2 Annual Tonnage Taxes

Annual Tonnage Tax per net ton (NT)	US\$0.20/NT
Minimum Annual Tonnage Tax due	US\$500

#### .3 Annual Marshall Islands International Participation (MIIP)

Annual MIIP Fee Per Vessel:

All vessels engaged in commerce up to 4,000 gross tons (GT)	US\$1,700
All vessels engaged in commerce over 4,000 GT	US\$1,500 plus US\$0.05/GT

#### .4 Marine Service Fees

See §2.0.

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1. This amount will be credited toward the registration fee if, upon delivery of the vessel to the owner or party making application for registration, the vessel is issued a Provisional Certificate of Registry under the RMI flag.

1.2 Schedule B – Sliding Scale

These fees are based on a sliding scale for various tonnage categories and provide fleet discounts.

.1 Initial Registration Fees Per Vessel

2,500 Net Tons (NT) or less	US\$2,500
2,501 NT to 15,000 NT	US\$5,000
15,001 NT to 35,000 NT	US\$10,000
35,001 NT to 50,000 NT	US\$15,000
over 50,000 NT	US\$20,000

.2 Multiple Vessel Registration Discounts

A discount of one-third off the Initial Registration Fee is available to owners under the following circumstances:

- a. Registration of a vessel, five years of age or less, from date of first construction or that has undergone a major conversion within the past five years.
- b. Simultaneous registration of three or more vessels, 15 years of age or less, or with an irrevocable written commitment to register three or more such vessels within a calendar year.
- c. This discount will be increased to 50% for an owner registering 10 or more vessels, 15 years of age or less, at the same time or by submitting an irrevocable written commitment to register 10 or more such vessels within a calendar year.

.3 Annual Tonnage Taxes

Annual tonnage tax per vessel:

2,500 Net Tons (NT) or less	US\$500
2,501 NT to 5,000 NT	US\$0.20/NT
5,001 NT to 25,000 NT	US\$0.17/NT
25,001 NT to 50,000 NT	US\$0.15/NT
50,001 NT and over	US\$0.125/NT

.4 Marshall Islands International Participation (MIIP)

Annual MIIP fee per vessel:

5,000 NT or less	US\$2,000
5,001 to 25,000 NT	US\$1,750 plus US\$0.05/NT
25,001 to 50,000 NT	US\$1,500 plus US\$0.05/NT
50,001 NT and over	US\$1,250 plus US\$0.05/NT

.5 Marine Service Fees

See §2.0.

**2.0 Marine Services Fees**

The following Marine Service fees are applicable to Schedules A and B.

Service	Frequency	Fee
<p><b>Pre-registration Inspections:</b> Any vessel being considered for registration may be subject to a pre-registration inspection as required for an age limitation waiver to registration or as deemed necessary by the Administrator to adequately assess the condition of the vessel prior to acceptance into the Registry. When so required or deemed necessary, it must be pre-arranged and agreed. The direct costs of the inspection must be for the account of the prospective registering owner / operator irrespective of the results and be included as part of the registration closing fees, if known by closing, or invoiced immediately after the inspection when the direct costs have been determined.</p>	When required or deemed necessary, prior to registration	at cost
<p><b>Service Requests and Inspections:</b> This fee will cover routine service requests, not specified elsewhere, and each regular or otherwise required inspection (see Maritime Regulations <a href="#">MI-108</a> §5.34). It applies to all vessels engaged in commerce, including fishing vessels.</p>	Annual	US\$2,500
<p><b>Additional Inspection:</b> After the required initial safety inspection, vessels under 400 GT, when requested of the Administrator by the owner.</p>	When requested of the Administrator	at cost
<p><b>Passenger Ships:</b> For passenger ships inspected semi-annually, the mid-cycle inspection must be invoiced additionally.</p>	Annual at mid-cycle	at cost



Service	Frequency	Fee
<b>Special Inspections:</b> Inspections outside a station area, outside normal working hours, or for release of a vessel from detention, restoration, or collection of documents, examining rectification of a deficiency, etc. (for all vessels engaged in commerce, including fishing vessels).	As necessary	at cost, plus US\$2,500
<b>Single-hull tank vessels and bulk carriers:</b> 15 years of age or more, and any vessel granted a waiver on the age limitation for registration is to be charged a higher services fee to compensate for a comprehensive initial safety inspection and at least one additional follow-up inspection during the first year in the registry.	One-time charge	US\$4,000
<b>Maritime Security and Compliance Fee</b> For: <ol style="list-style-type: none"> <li>1) vetting of all registered vessels and their respective crews;</li> <li>2) issuing Letters of Non-Objection to vessels trading in designated High-Risk Areas; and</li> <li>3) issuing Ship Security Advisories.</li> </ol>	Annual	US\$250

### 3.0. Re-Registration Fees

Re-registration fee per vessel (irrespective of Schedule A or B)	US\$1,750
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Annual fees for re-registered vessels remain the same as established at initial registration or as per the published fee schedule.

### 4.0 Change of Name

Changing the name of a vessel (any size) under the RMI Maritime Act ( <a href="#">MI-107</a> ), §232.	US\$250
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### 5.0 Documentation of Vessels

To issue or reissue a Certificate of Registry (Permanent, Provisional, Construction, or Restricted)	US\$300
To issue an extension to a Provisional Certificate of Registry for a:	
vessel in navigation	US\$450
vessel in laid-up status	US\$200

#### 5.1 Issuing Continuous Synopsis Records (CSRs)

Initial CSR document	US\$300
Amended CSR document	US\$300
Replacement or transfer of CSR file	US\$450

5.2	Bareboat Charter Registration	
	Letter of Consent	US\$250
	Certificate of Deletion	US\$250
5.3	Foreign Bareboat Charter Registration	
	Certificate of Permission for Foreign Bareboat Charter Registration	US\$250
5.4	Permission to Sell for Re-registration	
	Certificate of Permission to Sell for Re-registration	US\$250
5.5	Certificate of Permission to Transfer an RMI-flagged vessel	
	90-day validity on Permission to Transfer	US\$250
5.6	Certificate of Cancellation	
	For the processing of documentation and issuing the certificate.	US\$500

## 6.0 Instrument Recording

6.1	For recording a vessel Bill of Sale:	
	Vessels engaged in commerce	US\$250
6.2	Recording other Instruments	
	For the recordation of any other instrument, including a Mortgage, Financing Charter, Amendment, Supplement, or other instrument recordable under the RMI Maritime Act or Regulations, whether or not it provides for the addition of new security, or deals with an obligation unrelated to that described in the original Mortgage or Financing Charter.	
	Vessels engaged in commerce, each	US\$600
	Vessels under construction, each	US\$600
6.3	Recording a Satisfaction, Release, or Discharge of a Mortgage or Financing Charter	
	Vessels engaged in commerce, each	US\$300
	Vessels under construction, each	US\$300
6.4	Instrument Correction including issuing a Certificate of Ownership and Encumbrance	
	Vessels engaged in commerce, each	US\$300
	Vessels under construction, each	US\$300

## 7.0 Radio Communications

### 7.1 Temporary Authority (TA) to operate a Ship Radio Station

Original Issuance <i>Valid for 90 days</i>	US\$200
Second issuance	US\$200
Third and subsequent issuance	US\$350

### 7.2 Full Term Ship Radio Station Licenses

Original issuance <i>Valid for four years</i>	US\$400
Renewal, amendment, or replacement	US\$400

## 8.0 Miscellaneous

### 8.1 Certificate of Ownership and Encumbrance

Vessels engaged in commerce	US\$200
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### 8.2 Certified Extract

Preferred Mortgage Index	US\$200
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### 8.3 Other Certificates

Certificate of a Marriage, Birth, Death or Burial at Sea	US\$200
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### 8.4 Waiver under §203 of the RMI Maritime Act

20-year age limitation	US\$500
Other allowances	US\$150

### 8.5 Authentication

Authentication of any document not otherwise specified (plus costs)	US\$300
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### 8.6 Certified Document Copies

First copy of each document provided and certified (plus delivery costs and expedited receipt if requested)	US\$375
Additional certified copies, each (plus delivery costs and expedited receipt if requested)	US\$375

### 8.7 Minimum Safe Manning Certificate

First issue	US\$300
Re-issue	US\$150

8.8	Cargo Securing Manual	Approval per vessel	at cost
8.9	Passenger Ship Emergency Plan	Approval per vessel	at cost
8.10	Oil Pollution Damage	Civil Liability Certificate per vessel	US\$200
8.11	Bunker Oil Pollution Damage	Civil Liability Certificate per vessel	US\$200
8.12	Removal of Wrecks	Insurance Certificate or Other Financial Security per vessel	US\$200
8.13	Liability for Death of and Personal Injury to Passengers	Insurance Certificate or Other Financial Security per passenger vessel	US\$200
8.14	Certificate of Insurance or other Financial Security for non RMI-registered vessels	Non-RMI-registered vessels <i>per groups of 1-10</i>	US\$300/vessel
		Non-RMI-registered vessels <i>per groups of 11-39</i>	US\$250/vessel
		Non-RMI-registered vessels <i>per groups of 40 or more</i>	US\$200/vessel
8.15	Multiple Load Line	Assignment Book	US\$500
8.16	Passenger Ship Music Licensing	Music Licensing for Passenger Ship	Contact the Administrator
8.17	Certificates or documents not otherwise specified	Each (plus costs)	US\$300

## 9.0 Management Systems Certification Services by the Administrator

The Administrator's fee schedules for statutory certification and survey services are:

### 9.1 Hong Kong Convention / European Union (EU) Ship Recycling Regulation (EUSRR)

These fees are for services associated with developing, surveying, and certifying the Inventory of Hazardous Materials (IHM).

<b>Statement of Compliance (SoC) Issuance</b>	
<b>Hong Kong Convention and/or EUSRR:</b> Under this option, the Administrator has partnered with an IHM expert to provide an IHM package. The cost of this package includes: 1) IHM preparation with the necessary onboard sampling and laboratory testing by the IHM expert; and 2) IHM review and SoC issuance by the Administrator. Travel costs, other logistical expenses or maintaining and updating the IHM are not included.	US\$13,500
Extended IHM upgrade to EUSRR	US\$10,600
Conversion of Hong Kong Convention to EUSRR	US\$8,000
<b>EUSRR: Owner-appointed IHM expert</b> Fee only includes IHM review and SoC issuance by the Administrator.	US\$6,500
<b>Additional Fees</b>	
Additional Inspection (if requested)	US\$2,000
Five-year audit and renewal SoC	US\$3,500
IHM Company recognition by the Administrator <i>Recognition is valid for one year</i>	US\$500
Document Reissue or Asbestos Exemption Certificates	US\$400

### 9.2 Safety, Security, and the Maritime Labour Convention

#### .1 International Safety Management (ISM) Code

	<b>Cargo</b>	<b>Offshore</b>
ISM Shipboard Verification – Interim	US\$950	US\$950
ISM Shipboard Verification – Initial or Renewal	US\$2,500	US\$4,500
ISM Shipboard Verification – Intermediate	US\$2,500	US\$4,500
Additional ISM Shipboard Verification	US\$900	
ISM Office Verification – Interim	US\$1,750	
ISM Office Verification – Initial, Renewal, or Annual	US\$2,500	
ISM Safety Management System Manual Review	US\$2,250	

.2 International Ship and Port Facility Security (ISPS) Code

	<b>Cargo</b>	<b>Offshore</b>
ISPS Shipboard Verification – Interim	US\$950	US\$950
ISPS Shipboard Verification – Initial or Renewal	US\$2,500	US\$4,500
ISPS Verification – Intermediate	US\$2,500	US\$4,500
Additional ISPS Shipboard Verification	US\$900	US\$900

.3 Ship Security Plan (SSP)

	<b>Cargo</b>	<b>Offshore</b>
Review and Approval – First Ship (ship type)	US\$2,000	US\$2,000
SSP Review and Approval – Each Subsequent (same ship type)	US\$1,000	US\$1,000
SSP Amendments Review and Approval (\$300 per hour)	Hourly	Hourly

.4 Maritime Labour Convention, 2006 (MLC, 2006)

	<b>Cargo</b>	<b>Offshore</b>
MLC, 2006 Shipboard Inspection – Interim	US\$950	US\$950
MLC, 2006 Shipboard Inspection – Initial or Renewal	US\$2,500	US\$4,500
MLC, 2006 Shipboard Inspection – Intermediate	US\$2,500	US\$4,500
Additional MLC, 2006 Shipboard Inspection Verification	US\$900	US\$900

.5 Declaration of Maritime Labour Compliance (DMLC)

	<b>Free of charge</b>	
DMLC, Part I Issuance		
DMLC, Part II Review – First ship (ship type)	US\$2,000	US\$2,000
DMLC, Part II Review – Each subsequent (same ship type)	US\$1,000	US\$1,000
DMLC, Part II Amendment Review (\$300 per hour)	Hourly	Hourly

.6 Hourly Rates

Daily rate (8 hours)	US\$2,400	
Administrative, additional attendance, additional audit time, SSP and DMLC II Amendments	US\$300/hour	US\$300/hour
Corrective Action Plan (CAP)	US\$300/hour	US\$300/hour
Work on weekdays outside normal business hours (Mon-Fri 8:00-17:00)	US\$150/hour additional	US\$150/hour additional
Work on weekends and holidays	US\$150/hour additional	US\$150/hour additional
Travel / Waiting time	US\$150/hour	US\$150/hour
Travel, accommodations, meals, mileage, etc. (Expenses as applicable)	Cost plus 15% process fee	Cost plus 15% process fee

9.3 Shipboard Plan Approvals

Shipboard Oil Pollution Emergency Plan (SOPEP)	US\$1,250
Shipboard Marine Pollution Emergency Plan (SMPEP) – First Ship	
SOPEP / SMPEP – Subsequent Sister Vessel(s)	US\$900
Ship-to-Ship Transfer (STS) Operations Plan – First Ship	US\$1,750
STS Plan – Subsequent Sister Vessel(s)	US\$950
Volatile Organic Compounds (VOC) Management Plan – First Ship	US\$1,750
VOC Plan – Subsequent Sister Vessel(s)	US\$950
Ballast Water Management Plans (BWMP) – First Ship	US\$2,500
BWMP – Subsequent Sister Vessel(s)	US\$1,250
Sewage Discharge Rate Table Approval	US\$600
Amendment review and approval (\$300/Hour)	Hourly

**10.0 Fees for Special Services**

In addition to any applicable fees referred to in this Notice, the following fees for special services may also be payable to the Administrator:

10.1 Regional Office

The fees for services requiring the attendance of a representative of the Administrator during a transaction conducted outside the normal business hours are:

First two hours of transaction or any portion of the period	US\$250
Each additional two hours of transaction or any portion of the period	US\$250

If the transaction above starts after 1700 on Friday and before 0700 hours on Monday or is scheduled on a holiday as defined by the Administrator, these fees apply.

First two hours of transaction or any portion	US\$350
Every additional two-hour increment, or portion of the period	US\$350

Where services are conducted outside the Administrator’s normal business hours, the following additional expenses will also be applied per transaction:

Meals (if applicable)	US\$50
Transportation	US\$150

10.2 Miscellaneous Fees

For secretarial, cable, fax, photocopying, and secure delivery expenses incurred for the convenience of the requesting party and/or for the secure delivery of “official documents” will be charged as follows:

Fixed fee for vessel registration transactions	US\$100
Delivery of any other official documents listed in §12.0	actual cost

10.3 Third party fees

If a third party, or a representative of the Administrator, is involved in a transaction, there may be a 15% processing fee added to the total invoice. This processing fee is based on the costs associated with the transaction.

10.4 For [payment methods](#) see §14.0 of this Notice.

**11.0 Investigations or Formal Hearings**

Parties and interested persons may be required to pay certain actual costs incurred by the Administrator in connection with investigations or formal hearings on casualties and contraventions.



## 12.0 Publications

To order the publications below, complete form [TCMI-03](#) and email it to [publications@register-iri.com](mailto:publications@register-iri.com). Please do not send payment with the publication order. Invoicing is done separately and will include the cost of the items ordered, courier shipping and handling charges. Once the official invoice is received, payment may be made [online](#) with a credit card or by following these [instructions](#).

Oil Record Book (Oil Record Book Instructions can be downloaded <a href="#">here</a> )	US\$25
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Cargo Record Book (Cargo Record Book (MI-333A) instructions can be downloaded <a href="#">here</a> )	US\$25
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Articles of Agreement, one set of three pieces	US\$25
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## 13.0 Seafarer Certification

### 13.1 Initial issuance of an Officer Certificate of Competence

Upon qualification by examination or endorsement, as follows:

All Management and Operational Officers	US\$275
Restricted and General Operator – Global Maritime Distress and Safety System (GMDSS) only	US\$100

### 13.2 Renewals - Officer Certificates of Competence

Renewal of a Management or Operational Officer Certificate of Competence	US\$275
Restricted and General Operator – GMDSS only	US\$100

### 13.3 Temporary Authorization as an Officer

Following RMI Maritime Regulation 7.39 <i>Must hold a valid RMI Endorsement in a lower capacity.</i>	US\$150
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### 13.4 RMI Seafarer's Identification and Record Book and Identification Card

New, renewal, or replacement of an RMI Seafarer's Identification and Record Book (Five-year validity)	US\$70
Optional Identification Card	US\$40
Expediting Fees:	
First five applicants	US\$75
Plus, for every additional one to five applicants	US\$75

13.5 Special Qualification Certificates after exam or endorsement

All Special Qualification Certificates	US\$40
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13.6 Examinations

Officer Certificate of Competence	US\$300
Re-take of a failed officer examination	US\$150

Requests from owners, agents, or applicants to hold special group examinations or individual examinations away from the designated test centers will be honored, if possible, provided the requesting party undertakes the costs of all administrative out-of-pocket expenses, including the examiner's transportation, lodging and meals, exam facility rental, assisting proctors' fees, and related expenses as may be reasonably incurred, or a US\$50 per day proctoring fee, whichever is greater.

13.7 Certificate of Receipt of Application (CRA) or Urgent Authorization (UA)

CRA for an Officer to Serve on Assignment upon submission of a completed application	US\$40
UA for an Officer to Serve on Assignment prior to submission of a completed application	US\$150

13.8 Replacement certificates

Replacement of a lost or destroyed Management or Operational level Officer Certificate of Competence	US\$275
Replacement of a lost or destroyed Restricted or General Operator – GMDSS only	US\$100

13.9 Authentication of sea service and all Special Services/Expediting

Authentication of sea service	US\$50
Special Services / Expediting for one to five applicants	US\$75
Plus, for every additional one to five applicants	US\$75

13.10 Courier fee required for secured delivery of seafarer documentation

Courier fee for overseas delivery of one to eight applicants	US\$50
Plus, for each applicant over eight	US\$5

## 14.0 Payment

All fees are in United States (US) Dollars. They may be paid in several ways:

### 14.1 Check or bank draft

Payable to “*The Trust Company of the Marshall Islands, Inc.*” in United States dollars and drawn on a US bank or the US branch of an international bank. Checks should be sent to:

The Trust Company of the Marshall Islands, Inc.  
P.O. Box 2095  
Reston, Virginia 20195-0095 USA

### 14.2 Wire transfer instructions are [here](#).

### 14.3 [Pay online](#) using a credit card.

Requires either the Mozilla Firefox or Internet Explorer browser.