



Registration of mortgage, indemnity, or owner mortgage

Digital Ship Register (DSRG) self-service portal can be accessed using the following link: <https://shipregistration.dma.dk>

When a mortgage is to be registered, it must be reported to the Ship Register. The Danish Maritime Authority's website describes rights, including ship mortgages, indemnification letters and owner's mortgages in more detail here: [Registration of mortgage and negative pledges](#).

This guide explains how you can register a mortgage in a ship in DSRG. The guide will describe the creation of ship mortgage, owner's mortgage, and Indemnity bond. The self-service is divided into flows, which are divided into steps that intuitively lead the user through to the notification being sent for manual case processing at the Ship Register.

The following is necessary in order to be able to do the report:

- MitID to be able to log into DSRG
- Information about the mortgage right:
 - Type of mortgage
 - Amount
 - Currency
 - Oprykkende panteret
 - Personal liability (Only required for owner's mortgage)
 - Interest rate (in %) (Only required for ship mortgage)
 - Addition of interest term (Only required for ship mortgage)
 - Installment or terms payment (Only required for ship mortgage)
- The following information about relevant parties of the person type:
 - First name
 - Last name
 - Email-address*
 - Address*
 - Birthday*
- The following information about relevant parties of the company type:
 - CVR-number

- Information regarding the authorized signatory / person authorized to sign for the firm:
 - First name
 - Last name
 - Email-address*
 - Address*
 - Birthday*

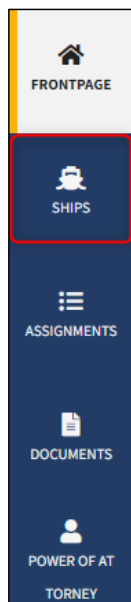
*First name and last name are always necessary to enter on each party. Email address, residential address and date of birth are necessary if a party is to be invited to sign digitally via MitID.

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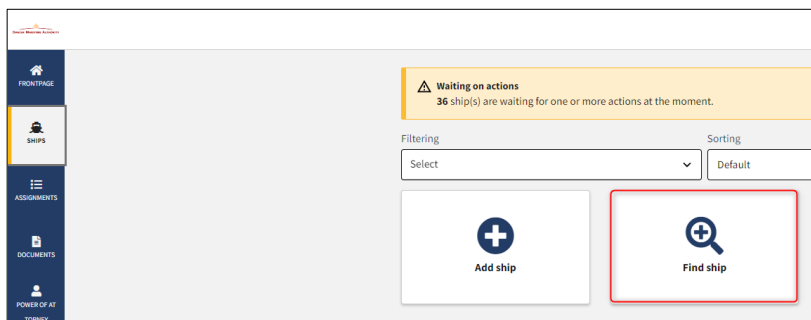
Start report

Once you have logged in, you will be met by the view below. You will have to click the "Ships" icon in the menu to the left.



Menu for Digital Ship Registers self-service

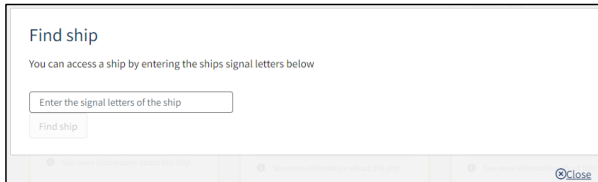
You must click on "Find ship" to find a ship that is already registered or about to be registered in one of the Danish ship registers.



How to add or search a ship

Enter the signal letters of the ship for which changes are desired.

Press "Enter" on the keyboard or click "Find ship". If there are multiple results, select the correct one from the list.



Find ship

You can access a ship by entering the ships signal letters below

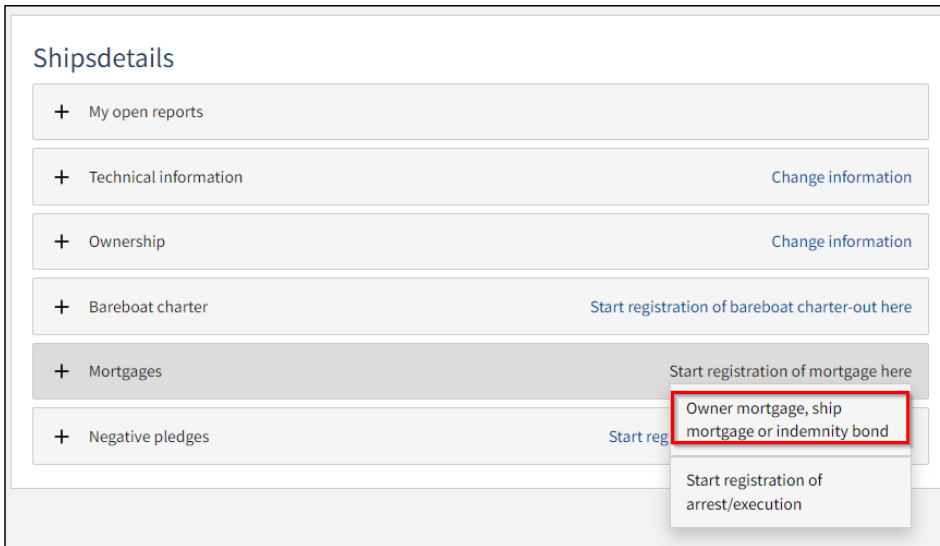
Enter the signal letters of the ship

Find ship

Close

Find ship via signal letters

Hover the mouse over the "Mortgages" accordion and click on "Owner mortgage, ship mortgage or indemnity bond" in the drop-down menu.



Shipsdetails

- + My open reports
- + Technical information [Change information](#)
- + Ownership [Change information](#)
- + Bareboat charter [Start registration of bareboat charter-out here](#)
- + Mortgages [Start registration of mortgage here](#)
 - Owner mortgage, ship mortgage or indemnity bond
 - Start registration of arrest/execution
- + Negative pledges [Start reg...](#)

Detailed view for ship

Step 1: Add ships

If other ships are to be included in the report, enter the ship's signal letters in the text field "Enter the signal letters of the ship".

1 Add ships 2 Information 3 Registration

General information Change information

Ship identification

Name of ship	Port of registry	Signal letters
CARLO	KORSØR	OYBS2
Build number		
3979827389		

Fleet or transfer of a right

If other ships are to be included in the report, then add the ships here by entering the signal letters of the ship. It is also possible to transfer a right from one ship to another by adding the ship to which the right should be transferred to, below, and then removing the existing ship via the 'Delete' button by the ship's signal letters.

Enter the signal letters of the ship

Add ship

Added ships:
- OYBS2, CARLO, KORSØR

Cancel Next

Step 1: Add ships

When the signal letters are input, click on "Add ship".

Fleet or transfer of a right

If other ships are to be included in the report, then add the ships here by entering the signal letters of the ship. It is also possible to transfer a right from one ship to another by adding the ship to which the right should be transferred to, below, and then removing the existing ship via the 'Delete' button by the ship's signal letters.

OU2565

Add ship

Added ships:
- OYBS2, CARLO, KORSØR

Add ships

The added ship now appears on the page.

Ship identification

Name of ship CARLO	Port of registry KORSØR	Signal letters OYB52
Build number 3979827389		

Ship identification

Name of ship Carla	Port of registry HILLERØD	Signal letters OU2565
Build number DK-12879		

Fleet or transfer of a right

If other ships are to be included in the report, then add the ships here by entering the signal letters of the ship. It is also possible to transfer a right from one ship to another by adding the ship to which the right should be transferred to, below, and then removing the existing ship via the 'Delete' button by the ship's signal letters.

Added ships:

- OYB52, CARLO, KORSØR
- OU2565, Carla, HILLERØD

Add ships

When the ships to be part of this report have been added, click "Next".

Fleet or transfer of a right

If other ships are to be included in the report, then add the ships here by entering the signal letters of the ship. It is also possible to transfer a right from one ship to another by adding the ship to which the right should be transferred to, below, and then removing the existing ship via the 'Delete' button by the ship's signal letters.

Added ships:

- OYB52, CARLO, KORSØR
- OU2565, Carla, HILLERØD

Add ships

Step 2: Information

By clicking on the field under "Mortgage type", a drop-down menu will appear where the mortgage type of the right can be selected.

The screenshot shows a web interface with three steps: 1. Add ships, 2. Information, and 3. Registration. The 'Information' step is active. The 'Ship identification' section contains the following data:

Name of ship	Port of registry	Signal letters
CARLO	KORSØR	OYBS2

Build number: 3979827389

The 'Mortgage rights' section contains a dropdown menu labeled 'Type of mortgage *'. The dropdown is open, showing the following options:

- Owner mortgage
- Mortgage
- Indemnity bond
- Owner's mortgage show form B 5.1

Below the dropdown menu, there is a text description: "Mortgage, the issuer of owner's mortgage agrees to the Ship Register's mortgage form B.5.1, which apply to..."

Choose mortgage type

Owner mortgage

Fill out the following required fields:

- Personal liability
- Amount
- Currency
- Mortgage with right to be advanced

You can fill out information in the following optional fields:

- Interest rate (in %)
- Addition of interest term
- Interest rate variable
- Installment or terms payment
- Date of interest
- Special terms and conditions

Interest rate, payment and installment terms are filled out by selecting in the dropdown menus "Type of loan" and "Type of interest rate". If "Interest rate variable" is filled out, the field "Type of interest rate" will be locked and thus not required.

Interest rate, payment and installment terms

Type of loan * [?](#)

Type of interest rate * [?](#)

Interest rate, payment and installment terms

If respect of future mortgage is to be added, click on the box to show a check mark. After that, a text field will appear in which information about the respected future mortgage can be entered.

Respect of future mortgage

A commitment is made that the mortgage will respect the following future mortgage(s) [?](#)

Information about the respected future mortgage(s) [?](#)

Respect of future mortgage

Issuer of an owner's mortgage

To add the issuer, click on "Select owner" – After this, a dropdown menu with the ship's owners will appear.

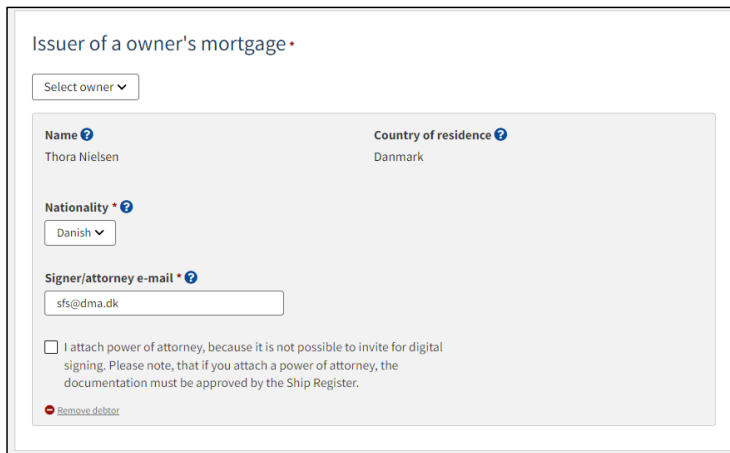


Issuer of a owner's mortgage *

Select owner ▾

Choose issuer

When the issuer is selected, they appear on the page. The issuer's nationality and e-mail must be filled in, unless the check mark is ticked for: "I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register."



Issuer of a owner's mortgage *

Select owner ▾

Name ⓘ **Country of residence** ⓘ
Thora Nielsen Danmark

Nationality * ⓘ
Danish ▾

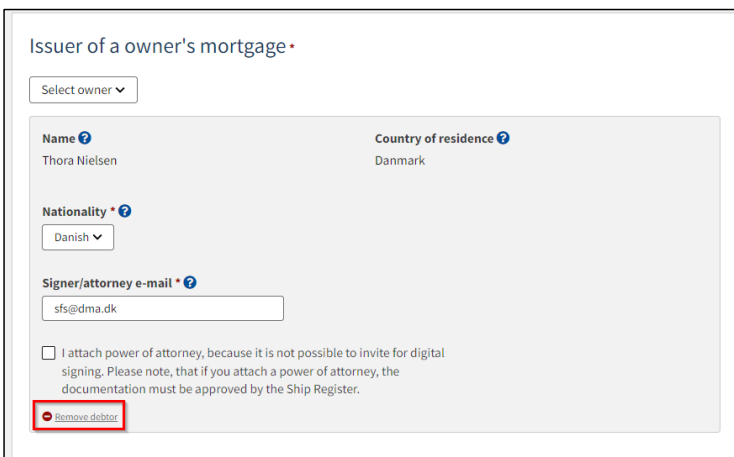
Signer/attorney e-mail * ⓘ
sfs@dma.dk

I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.

[Remove debtor](#)

Issuer

If you want to delete the issuer, click on "Remove debtor".



Issuer of a owner's mortgage *

Select owner ▾

Name ⓘ **Country of residence** ⓘ
Thora Nielsen Danmark

Nationality * ⓘ
Danish ▾

Signer/attorney e-mail * ⓘ
sfs@dma.dk

I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.

[Remove debtor](#)

Remove issuer

Receiver of judicial notice

To add a receiver of judicial notice, click on "+Add receiver of judicial notice"

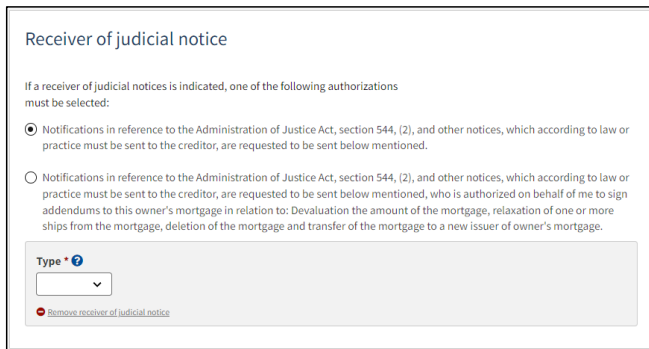


Receiver of judicial notice

+Add receiver of judicial notice

Add receiver of judicial notice

The authorizations of the receiver of judicial notices are indicated by clicking next to one of the authorizations.



Receiver of judicial notice

If a receiver of judicial notices is indicated, one of the following authorizations must be selected:

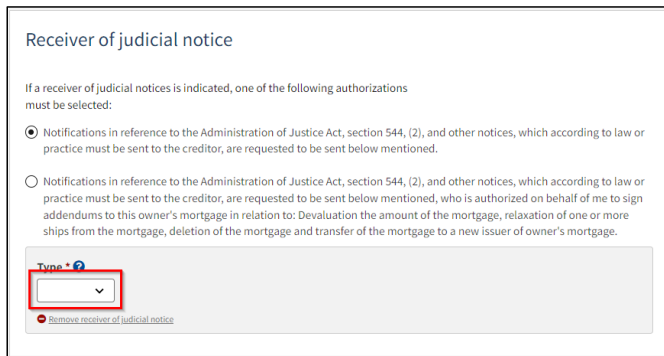
- Notifications in reference to the Administration of Justice Act, section 544, (2), and other notices, which according to law or practice must be sent to the creditor, are requested to be sent below mentioned.
- Notifications in reference to the Administration of Justice Act, section 544, (2), and other notices, which according to law or practice must be sent to the creditor, are requested to be sent below mentioned, who is authorized on behalf of me to sign addendums to this owner's mortgage in relation to: Devaluation the amount of the mortgage, relaxation of one or more ships from the mortgage, deletion of the mortgage and transfer of the mortgage to a new issuer of owner's mortgage.

Type * ?

Remove receiver of judicial notice

Rights for receiver of judicial notice

Select type for the receiver of judicial notice by clicking on "Type", and choosing either "Company" or "Person".



Receiver of judicial notice

If a receiver of judicial notices is indicated, one of the following authorizations must be selected:

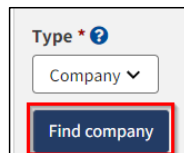
- Notifications in reference to the Administration of Justice Act, section 544, (2), and other notices, which according to law or practice must be sent to the creditor, are requested to be sent below mentioned.
- Notifications in reference to the Administration of Justice Act, section 544, (2), and other notices, which according to law or practice must be sent to the creditor, are requested to be sent below mentioned, who is authorized on behalf of me to sign addendums to this owner's mortgage in relation to: Devaluation the amount of the mortgage, relaxation of one or more ships from the mortgage, deletion of the mortgage and transfer of the mortgage to a new issuer of owner's mortgage.

Type * ?

Remove receiver of judicial notice

receiver of judicial notice

If the receiver of legal notices is a company, the company is searched by clicking on the "Search company" button, after which a dialog box opens where you can search the company.



Type * ?

Company

Find company

Find company

If the receiver of legal notices is a person, the nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other".

The screenshot shows a form with two dropdown menus. The first is labeled "Type" and has "Person" selected. The second is labeled "Nationality" and has a downward arrow. A red rectangular box highlights the "Nationality" dropdown menu.

Receiver of legal notices

If the Receiver of legal notices is Danish, the first name, surname, address, and date of birth must be filled in.

The screenshot shows a form for a Danish receiver. The "Type" dropdown is "Person" and "Nationality" is "Danish". Fields are filled with: First name: Majbrit, Last name: Selliken, Address: Caspar Brands Plads 9, 4220 Korsar, and Birthday: Year 1985, Month 12, Day 25.

Danish receiver of legal notices

If the receiver of legal notices is Other, the first name, surname, address and country of residence must be filled in.

The screenshot shows a form for an "Other" receiver. The "Type" dropdown is "Person" and "Nationality" is "Other". Fields are filled with: First name: Majbrit, Last name: Selliken, Address: Rudi Sadi Carnot 52, and Country of residence: Frankrig.

Other receiver of legal notices

If the receiver of legal notices needs to be deleted, click "Delete legal message receiver".

The screenshot shows the same form as above, but with a red rectangular box highlighting a button at the bottom left labeled "Remove receiver of judicial notice".

Remove receiver of judicial notice

Ship mortgage

Fill out the following required fields:

- Amount
- Currency
- Interest rate (in %)
- Addition of interest term
- Installment or terms payment
- Mortgage with right to be advanced

You can fill out information in the following optional fields:

- Interest rate variable
- Termination can take place
- Date of interest
- Date of first payment
- Index for the amount of the mortgage
- Special terms and conditions

Interest rate, payment and installment terms are filled out by selecting in the dropdown menus "Type of loan" and "Type of interest rate". If "Interest rate variable" is filled out, the field "Type of interest rate" will be locked and thus not required.

Interest rate, payment and installment terms

Type of loan * ⓘ

Type of interest rate * ⓘ

Interest rate, payment and installment terms

If respect of future mortgage is to be added, click on the box to show a check mark. After that, a text field will appear in which information about the respected future mortgage can be entered.

Respect of future mortgage

A commitment is made that the mortgage will respect the following future mortgage(s) ⓘ

Information about the respected future mortgage(s) ⓘ

Respect of future mortgage

Debtor

To indicate the debtor, click in the dropdown "Select owner", after which one is selected from the list of the ship's owners.



A screenshot of a web form titled "Debtor". At the top, there is a dropdown menu with the text "Debtor" and a small red dot. Below it, a smaller dropdown menu is highlighted with a red border, containing the text "Select owner" and a downward arrow.

Choose debtor

Fill in the missing information for the debtor.

It is possible to delete an added debtor by clicking on "Remove debtor". A debtor can then be selected again in the "Select owner" dropdown.



A screenshot of a web form titled "Debtor". At the top, there is a dropdown menu with the text "Debtor" and a small red dot. Below it, a smaller dropdown menu is highlighted with a red border, containing the text "Select owner" and a downward arrow. The main form area contains three fields: "Name" with the value "Thora Nielsen", "Country of residence" with the value "Danmark", and "Nationality" with the value "Danish". At the bottom left of the form, there is a red button with a trash icon and the text "Remove debtor".

Remove debtor

Creditor

To add a creditor, click "+Add creditor".

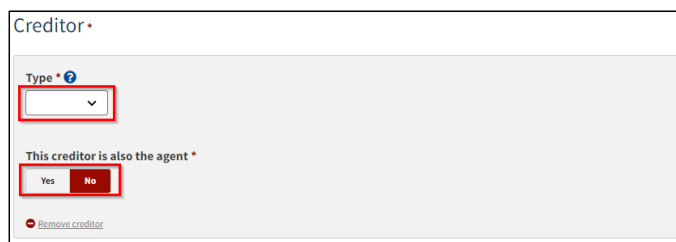


Creditor*

+Add creditor

Add creditor

For creditor select "Company" or "Person" next to type and fill in the required fields as directed. In addition, it must be stated whether the creditor is also an agent, this is done by selecting "Yes" or "No" under "This creditor is also an agent"



Creditor*

Type * ?

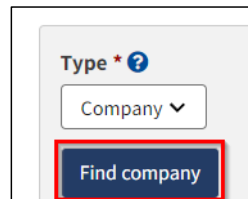
This creditor is also the agent *

Yes No

Remove creditor

Type of creditor

If the creditor is a company, the company is searched by clicking on the "Search company" button, after which a dialog box opens where you can search the company.



Type * ?

Company

Find company

Find company

If the creditor is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"



Type * ?

Person

Nationality * ?

This creditor is also the agent *

Yes No

Remove creditor

Nationality of the creditor

If the creditor is Danish, the first name, surname, address, and date of birth must be filled in.

Type *	Nationality *
Person ▾	Danish ▾
This creditor is also the agent *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
<hr/>	
First name *	Last name *
<input type="text" value="Majbrit"/>	<input type="text" value="Selliken"/>
Phone no.	
<input type="text"/>	
Address *	Birthday *
<input type="checkbox"/> The person has a non-Danish address	Year * Month * Day *
<input type="text" value="Caspar Brands Plads 9, 4220 Korsør"/>	1985 12 25
Remove creditor	




Danish creditor

If the creditor is Other, the first name, surname, address and country of residence must be filled in.

Type *	Nationality *
Person ▾	Other ▾
This creditor is also the agent *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
<hr/>	
First name *	Last name *
<input type="text" value="Majbrit"/>	<input type="text" value="Selliken"/>
Address *	Country of residence *
<input type="text" value="Rue Sadi Carnot 52"/>	Frankrig ▾
Remove creditor	
<input type="button" value="+Add creditor"/>	

Other creditor

If you want the creditor to be removed, click "Remove creditor."

Type * 	Nationality * 
Person <input type="text"/>	Other <input type="text"/>
This creditor is also the agent *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
First name *	Last name *
Majbrit <input type="text"/>	Selliken <input type="text"/>
Address *	Country of residence * 
Rue Sadi Carnot 52 <input type="text"/>	Frankrig <input type="text"/>
<input checked="" type="radio"/> Remove creditor	
<input type="button" value="+Add creditor"/>	

Remove creditor

Creditor ("Representative")

To add representative, click "Add representative".

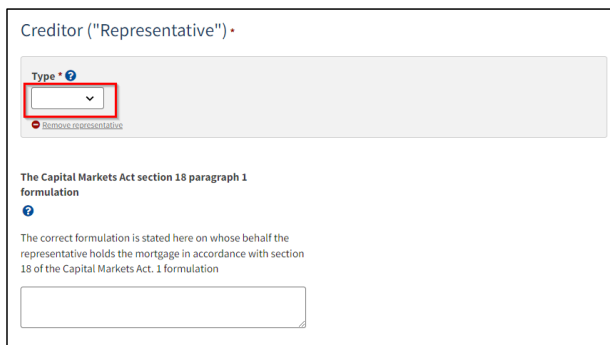


Creditor ("Representative") *

+Add representative

Add representative

It is required that the representative's type is stated, this is done by clicking on the menu under "Type", and then selecting either "Company" or "Person".



Creditor ("Representative") *

Type * ?

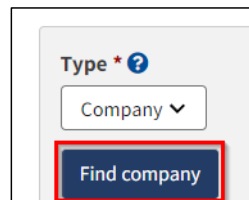
Remove representative

The Capital Markets Act section 18 paragraph 1 formulation

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Type of representative

If the representative is a company, the company is searched by clicking on the "Find company" button, after which a dialog box opens where you can search the company.



Type * ?

Company ▾

Find company

Find company

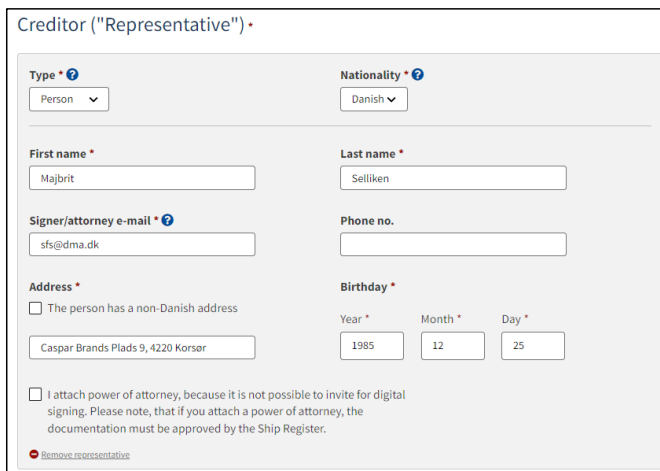
If the representative is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"



The screenshot shows a form with two dropdown menus. The first is labeled "Type" and has "Person" selected. The second is labeled "Nationality" and is highlighted with a red rectangular box. Below the "Type" dropdown is a link that says "Remove representative".

Nationality of the representative

If the representative is Danish, the first name, surname, e-mail, address, and date of birth must be filled in, unless you wish to attach power of attorney.



The screenshot shows a form titled "Creditor ('Representative')". It has two dropdown menus at the top: "Type" (set to "Person") and "Nationality" (set to "Danish"). Below these are several input fields: "First name" (Majbrit), "Last name" (Selliken), "Signer/attorney e-mail" (sfs@dma.dk), "Address" (Caspar Brands Plads 9, 4220 Korsor), and "Birthday" (Year: 1985, Month: 12, Day: 25). There are also checkboxes for "The person has a non-Danish address" and "I attach power of attorney, because it is not possible to invite for digital signing...". A "Remove representative" link is at the bottom left.

Danish representative

If the representative is non-Danish, the first name, surname, address and country of residence must be filled in.

Creditor ("Representative") •

Type • ? Person ▼	Nationality • ? Other ▼
First name • Majbrit	Last name • Selliken
Address • Rue Sadi Carnot 52	Country of residence • ? Frankrig ▼

[Remove representative](#)

The Capital Markets Act section 18 paragraph 1 formulation
?

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Other representative

If the representative needs to be removed, click "Remove representative".

Creditor ("Representative") •

Type • ? Person ▼	Nationality • ? Other ▼
First name • Majbrit	Last name • Selliken
Address • Rue Sadi Carnot 52	Country of residence • ? Frankrig ▼

[Remove representative](#)

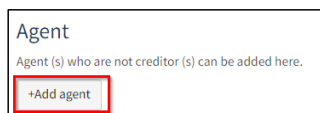
The Capital Markets Act section 18 paragraph 1 formulation
?

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Remove representative

Agent

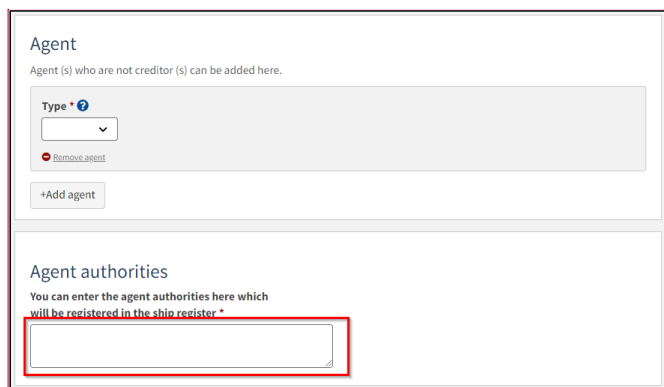
To add agent, click "Add agent".



Agent
Agent (s) who are not creditor (s) can be added here.
+Add agent

Add agent

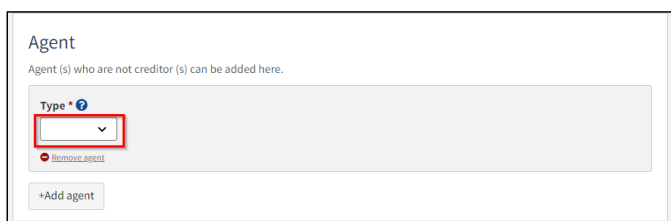
After an agent is added, agent authorities must be specified. This is done by filling in the text field under "Agent authorities".



Agent
Agent (s) who are not creditor (s) can be added here.
Type * ⓘ
Remove agent
+Add agent
Agent authorities
You can enter the agent authorities here which will be registered in the ship register *

Agent authorities

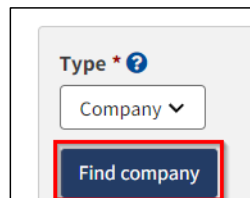
It is required that the agent's type is stated, this is done by clicking on the menu under "Type", and then selecting either "Company" or "Person".



Agent
Agent (s) who are not creditor (s) can be added here.
Type * ⓘ
Remove agent
+Add agent

Type of agent

If the agent is a company, the company is searched by clicking on the "Find company" button, after which a dialog box opens where you can search the company.



Type * ⓘ
Company ▼
Find company

Find company

Kommenterede [LFA1]: Dette billede her skal ændre, når vi har foretaget tekst ændringer til januar, da teksten skal være de samme som repræsentanten med KML.

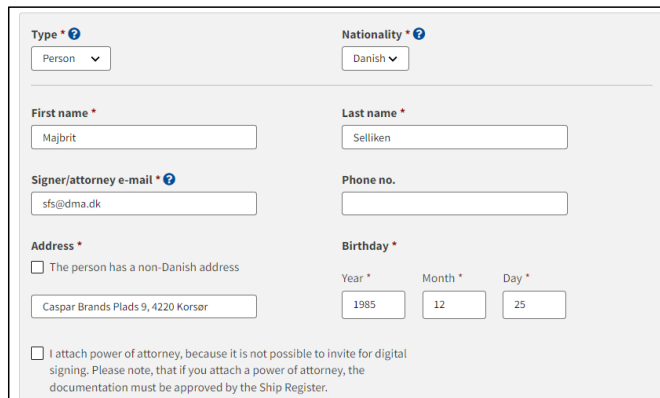
If the agent is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"



The image shows a horizontal form section. On the left, there is a dropdown menu labeled "Type" with a question mark icon, currently showing "Person". On the right, there is another dropdown menu labeled "Nationality" with a question mark icon. This "Nationality" dropdown menu is highlighted with a red rectangular box.

Nationality of the agent

If the agent is Danish, the first name, last name, e-mail, address, and date of birth must be filled in unless you choose to attach a power of attorney.



The image shows a detailed form for a Danish agent. At the top, "Type" is set to "Person" and "Nationality" is set to "Danish". Below this, there are several input fields: "First name" (Majbrit), "Last name" (Selliken), "Signer/attorney e-mail" (sfs@dma.dk), "Phone no." (empty), "Address" (Caspar Brands Plads 9, 4220 Korsør), and "Birthday" (Year: 1985, Month: 12, Day: 25). There are also two checkboxes: one for "The person has a non-Danish address" (unchecked) and one for "I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register." (unchecked).

Danish agent

If the agent is other, the first name, surname, address, and country of residence must be filled in.

Type ⓘ Person ▼	Nationality ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence ⓘ Frankrig ▼

Other agent

If the agent needs to be removed, click "Remove representative".

Type ⓘ Person ▼	Nationality ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence ⓘ Frankrig ▼
<input type="button" value="Remove agent"/>	

Remove agent

Indemnity bond

Fill out the following required fields:

- Amount
- Currency
- Mortgage with right to be advanced

You can fill out information in the following optional fields:

- Special terms and conditions

Mortgage rights

Type of mortgage *
Indemnity bond ▾

By signing the indemnity, the debtor agrees to the general conditions in the Ship Register's mortgage form B.4.1, which apply to indemnity Show form B 4.1

Amount * **Choose currency *** ▾

Special terms and conditions ?
You can specify the content in both Danish and English, but in case of discrepancy between the two texts, the Danish text is valid, which is why it must come first.

Mortgage with right to be advanced *
Should the mortgage be advancing with the repayment of an as the mortgage is expressed to rank after the prior mortgages or mortgages ranking or is repaid in full at a predetermined point in time?

Yes No

Step 2: Information – Indemnity bond

If respect of future mortgage is to be added, click on the box to show a check mark. After that, a text field will appear in which information about the respected future mortgage can be entered.

Respect of future mortgage

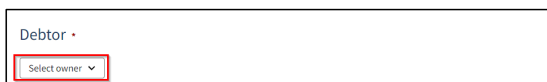
A commitment is made that the mortgage will respect the following future mortgage(s) ?

Information about the respected future mortgage(s) ?

Respect of future mortgage

Debtor

To indicate the debtor, click in the dropdown "Select owner", after which one is selected from the list of the ship's owners.



A screenshot of a web form titled "Debtor". At the top, it says "Debtor ·". Below that is a dropdown menu with the text "Select owner" and a downward arrow. A red rectangular box highlights the "Select owner" text.

Choose debtor

Fill in the missing information for the debtor.

It is possible to delete an added debtor by clicking on "Remove debtor". A debtor can then be selected again in the "Select owner" dropdown.



A screenshot of a web form titled "Debtor ·". At the top, it says "Debtor ·". Below that is a dropdown menu with the text "Select owner" and a downward arrow. Below the dropdown is a form with three fields: "Name" with the value "Thora Nielsen", "Country of residence" with the value "Danmark", and "Nationality" with the value "Danish". Each field has a question mark icon to its right. At the bottom left of the form is a red button with a trash icon and the text "Remove debtor". A red rectangular box highlights the "Remove debtor" button.

Remove debtor

Creditor

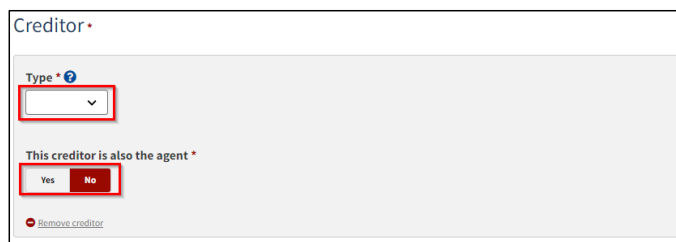
To add a creditor, click "+Add creditor".



A screenshot of a form titled "Creditor". At the bottom left of the form, there is a red-bordered button labeled "+Add creditor".

Add creditor

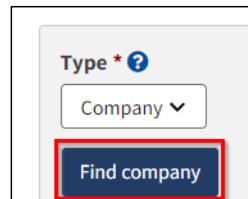
For creditor select "Company" or "Person" next to type and fill in the required fields as directed. In addition, it must be stated whether the creditor is also an agent, this is done by selecting "Yes" or "No" under "This creditor is also an agent"



A screenshot of the "Creditor" form. The "Type" dropdown menu is open, showing a downward arrow. Below it, the "This creditor is also the agent" section has "Yes" and "No" buttons highlighted with red boxes. A "Remove creditor" link is visible at the bottom left.

Type of creditor

If the creditor is a company, the company is searched by clicking on the "Search company" button, after which a dialog box opens where you can search the company.



A screenshot of a dialog box titled "Type". It contains a dropdown menu with "Company" selected. Below the dropdown is a blue button with white text labeled "Find company", which is highlighted with a red border.

Find company

If the creditor is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"



A screenshot of the "Creditor" form. The "Type" dropdown is set to "Person". The "Nationality" dropdown menu is open, showing a downward arrow. Below it, the "This creditor is also the agent" section has "Yes" and "No" buttons. A "Remove creditor" link is visible at the bottom left.

Nationality of the creditor

If the creditor is Danish, the first name, surname, address, and date of birth must be filled in.

Type *	Nationality *
Person <input type="text"/>	Danish <input type="text"/>
This creditor is also the agent *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
<hr/>	
First name *	Last name *
Majbrit <input type="text"/>	Selliken <input type="text"/>
Phone no.	
<input type="text"/>	
Address *	Birthday *
<input type="checkbox"/> The person has a non-Danish address	Year * Month * Day *
Caspar Brands Plads 9, 4220 Korsør <input type="text"/>	1985 <input type="text"/> 12 <input type="text"/> 25 <input type="text"/>
<input type="button" value="Remove creditor"/>	

Danish creditor

If the creditor is Other, the first name, surname, address, and country of residence must be filled in.

Type *	Nationality *
Person <input type="text"/>	Other <input type="text"/>
This creditor is also the agent *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
<hr/>	
First name *	Last name *
Majbrit <input type="text"/>	Selliken <input type="text"/>
Address *	Country of residence *
Rue Sadi Carnot 52 <input type="text"/>	Frankrig <input type="text"/>
<input type="button" value="Remove creditor"/>	
<input type="button" value="+Add creditor"/>	

Other creditor

If you want the creditor to be removed, click "Remove creditor."

Type * ⓘ

Nationality * ⓘ

This creditor is also the agent *

First name *

Last name *

Address *

Country of residence * ⓘ

Remove creditor

Remove creditor

Creditor ("Representative")

To add representative, click "Add representative".

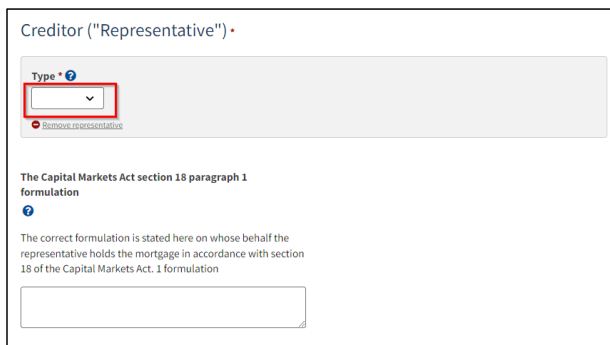


Creditor ("Representative") *

+Add representative

Add representative

It is required that the representative's type is stated, this is done by clicking on the menu under "Type", and then selecting either "Company" or "Person".



Creditor ("Representative") *

Type * ?

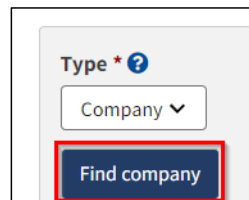
Remove representative

The Capital Markets Act section 18 paragraph 1 formulation

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Type of representative

If the representative is a company, the company is searched by clicking on the "Find company" button, after which a dialog box opens where you can search the company.



Type * ?

Company ▾

Find company

Find company

If the representative is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"

The screenshot shows a form section with two dropdown menus. The first is labeled 'Type * ?' and has 'Person' selected. The second is labeled 'Nationality * ?' and is highlighted with a red rectangular box. Below the dropdowns is a red button with a minus sign and the text 'Remove representative'.

Nationality of the representative

If the representative is Danish, the first name, surname, e-mail, address and date of birth must be filled in, unless you wish to attach power of attorney.

The screenshot shows a form titled 'Creditor ("Representative")'. It has two dropdown menus: 'Type * ?' set to 'Person' and 'Nationality * ?' set to 'Danish'. Below these are several input fields: 'First name *' (Majbrit), 'Last name *' (Selliken), 'Signer/attorney e-mail * ?' (sfs@dma.dk), 'Phone no.' (empty), 'Address *' (with a checkbox 'The person has a non-Danish address' and the address 'Caspar Brands Plads 9, 4220 Korsor'), and 'Birthday *' (Year: 1985, Month: 12, Day: 25). At the bottom, there is a checkbox 'I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.' and a red 'Remove representative' button.

Danish representative

If the representative is non-Danish, the first name, surname, address and country of residence must be filled in.

Creditor ("Representative") •

Type * ⓘ Person ▼	Nationality * ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence * ⓘ Frankrig ▼

[Remove representative](#)

The Capital Markets Act section 18 paragraph 1 formulation
ⓘ

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Other representative

If the representative needs to be removed, click "Remove representative".

Creditor ("Representative") •

Type * ⓘ Person ▼	Nationality * ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence * ⓘ Frankrig ▼

[Remove representative](#)

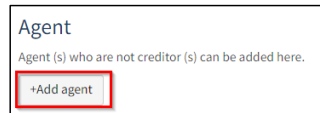
The Capital Markets Act section 18 paragraph 1 formulation
ⓘ

The correct formulation is stated here on whose behalf the representative holds the mortgage in accordance with section 18 of the Capital Markets Act. 1 formulation

Remove representative

Agent

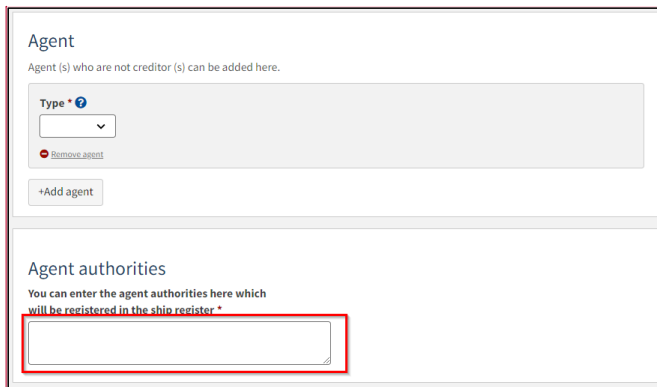
To add agent, click "Add agent".



Agent
Agent (s) who are not creditor (s) can be added here.
+Add agent

Add agent

After an agent is added, agent authorities must be specified. This is done by filling in the text field under "Agent authorities".

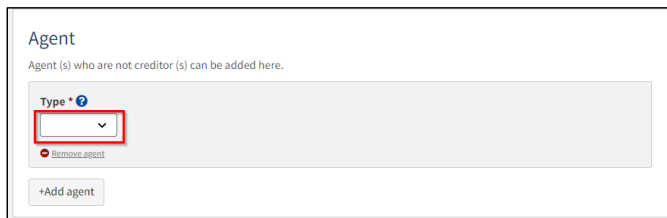


Agent
Agent (s) who are not creditor (s) can be added here.
Type * ⓘ
Remove agent
+Add agent
Agent authorities
You can enter the agent authorities here which will be registered in the ship register *

Agent authorities

Kommenterede [LFA2]: Dette billede her skal ændre, når vi har foretaget tekst ændringer til januar, da teksten skal være de samme som repræsentanten med KML.

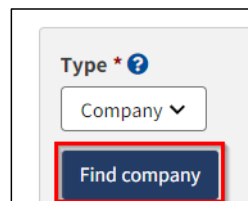
It is required that the agent's type is stated, this is done by clicking on the menu under "Type", and then selecting either "Company" or "Person".



Agent
Agent (s) who are not creditor (s) can be added here.
Type * ⓘ
Remove agent
+Add agent

Type of agent

If the agent is a company, the company is searched by clicking on the "Find company" button, after which a dialog box opens where you can search the company.



Type * ⓘ
Company ▼
Find company

Find company

If the agent is a person, nationality must be stated, this is done by clicking on the menu under "Nationality" and then selecting "Danish" or "Other"

The image shows a horizontal form bar with two dropdown menus. The first menu is labeled 'Type * ?' and has 'Person' selected. The second menu is labeled 'Nationality * ?' and is highlighted with a red rectangular box. Both menus have a downward arrow icon.

Nationality of the agent

If the agent is Danish, the first name, last name, e-mail, address and date of birth must be filled in unless you choose to attach a power of attorney.

The image shows a detailed form for a Danish agent. It includes the following fields and options:

- Type * ?**: Person (dropdown)
- Nationality * ?**: Danish (dropdown)
- First name ***: Majbrit (text input)
- Last name ***: Selliken (text input)
- Signer/attorney e-mail * ?**: sfs@dma.dk (text input)
- Phone no.**: (empty text input)
- Address ***: The person has a non-Danish address. Below, Caspar Brands Plads 9, 4220 Korsør (text input)
- Birthdate ***: Year * (1985), Month * (12), Day * (25) (three separate input boxes)
- I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.

Danish agent

If the agent is other, the first name, surname, address and country of residence must be filled in.

Type * ⓘ Person ▼	Nationality * ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence * ⓘ Frankrig ▼

Other agent

If the agent needs to be removed, click "Remove representative".

Type * ⓘ Person ▼	Nationality * ⓘ Other ▼
First name * Majbrit	Last name * Selliken
Address * Rue Sadi Carnot 52	Country of residence * ⓘ Frankrig ▼
Remove agent	

Remove agent

Priority ranking

If there are rights registered in the ship, the priority ranking for the reported mortgage must be filled. This is done by clicking on the drop-down menu under "Choose desired priority" and selecting the desired priority.

If you do not want to set a priority ranking, check "A desired priority ranking is not specified" is checked.

Priority ranking for ship OYBS2 - CARLO

A desired priority ranking is not specified.

Choose desired priority *

The priority will be used to place the right according to the other rights already registered in the ship.

▼

Parties	Type	Date of report	Priority	ID-nr
Thora Nielsen	Ejerpantebrev 5 000 DKK	2022-12-15 17:29:54 (UTC+01:00)	1	46366

Confirm priority ranking

Priority ranking

If the desired priority is not lower than the other rights in the ship, a location is required. This is done by clicking on the "Specify position" menu and selecting position.

Priority ranking for ship OYBS2 - CARLO

A desired priority ranking is not specified.

Choose desired priority *

The priority will be used to place the right according to the other rights already registered in the ship.

1 ▼

Specify position *

▼

Based on the selected information about priority, the mortgage (marked in blue) will be placed as such in the order of priority in relation to other rights registered in the ship.

Parties	Type	Date of report	Priority	ID-nr
Thora Nielsen	Ejerpantebrev 5 000 DKK	2022-12-15 17:29:54 (UTC+01:00)	1	46366

Confirm priority ranking

Priority ranking

When location is specified, the location in relation to the other rights in the ship will be marked in blue. Once the correct location is selected, click "Confirm priority ranking".

Priority ranking for ship OYBS2 - CARLO

A desired priority ranking is not specified.

Choose desired priority *
The priority will be used to place the right according to the other rights already registered in the ship.

1 ▾

Specify position *
Priority higher than #46366 ▾

Based on the selected information about priority, the mortgage (marked in blue) will be placed as such in the order of priority in relation to other rights registered in the ship.

Parties	Type	Date of report	Priority	ID-nr
Thora Nielsen	Ejerpantebrev	Not reported yet	1	-
Thora Nielsen	Ejerpantebrev 5 000 DKK	2022-12-15 17:29:54 (UTC+01:00)	2	46366

Confirm priority ranking

Confirm priority ranking

To invite acceptance of page scheme/respect, mark "Invite to accept page scheme/respect" and fill in the nationality, email and address of the party to be invited to sign.

Invitation of parties - OYUB - MALTHE

To achieve your desired priority ranking, invite the following parties. For each of the rights shown, you must decide whether you want to invite the party to accept the mortgages ranking pari passu/respect of your right or whether your right must be registered with an annotation about the rights shown. If there is registration with an annotation, it typically means that you get a different priority ranking than the desired one.

Right(s) that you respect with the selected priority ranking

Parties	Type	Date of report	Priority	ID-nr
Anders Carlsen	Ejerpantebrev 12 345 DKK	2022-11-17 09:27:18 (UTC+01:00)	1	46299
Hasse Henriksen	Pantebrev 23 456 DKK	2022-11-21 11:39:09 (UTC+01:00)	2	46303

Right(s) that may be invited to submit respect or acceptance of mortgages ranking pari passu

Mortgage #46306

Invite to acceptance of mortgages ranking pari passu/respect

Accept annotation

Name ⓘ **Nationality** * ⓘ
Majbrit Selliken Danish ▾

Signer/attorney e-mail * ⓘ

Address *
 The person has a non-Danish address

I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.

Invite acceptance of page scheme/respect

If it is not desired to invite acceptance of page scheme/respect, but to register the right with annotation about the displayed rights, mark "Accept annotation".

Invitation of parties - OYUB - MALTHE

To achieve your desired priority ranking, invite the following parties. For each of the rights shown, you must decide whether you want to invite the party to accept the mortgages ranking pari passu/respect of your right or whether your right must be registered with an annotation about the rights shown. If there is registration with an annotation, it typically means that you get a different priority ranking than the desired one.

Right(s) that you respect with the selected priority ranking

Parties	Type	Date of report	Priority	ID-nr
Anders Carlsen	Ejerpantebrev 12 345 DKK	2022-11-17 09:27:18 (UTC+01:00)	1	46299
Hasse Henriksen	Pantebrev 23 456 DKK	2022-11-21 11:39:09 (UTC+01:00)	2	46303

Right(s) that may be invited to submit respect or acceptance of mortgages ranking pari passu

Mortgage #46306

Invite to acceptance of mortgages ranking pari passu/respect
 Accept annotation

Change the desired priority

Accept annotation

If it is needed to change the priority position along the way, click on "Change desired priority".

Right(s) that you respect with the selected priority ranking

Parties	Type	Date of report	Priority	ID-nr
Anders Carlsen	Ejerpantebrev 12 345 DKK	2022-11-17 09:27:18 (UTC+01:00)	1	46299
Hasse Henriksen	Pantebrev 23 456 DKK	2022-11-21 11:39:09 (UTC+01:00)	2	46303

Right(s) that may be invited to submit respect or acceptance of mortgages ranking pari passu

Mortgage #46306

Invite to acceptance of mortgages ranking pari passu/respect
 Accept annotation

Name **Nationality**

Signer/attorney e-mail

Address *

The person has a non-Danish address

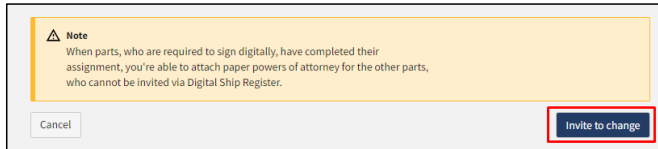
I attach power of attorney, because it is not possible to invite for digital signing. Please note, that if you attach a power of attorney, the documentation must be approved by the Ship Register.

Change the desired priority

Change desired priority

Invite to digital signing

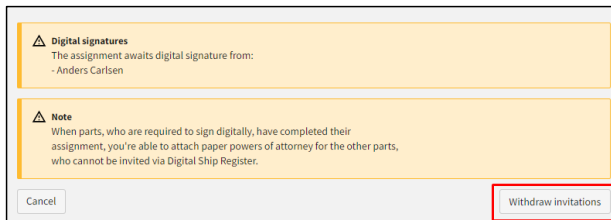
Once the required fields are filled in, click "Invite to Signature".



A notification box with a yellow background and a warning icon. The text reads: "Note: When parts, who are required to sign digitally, have completed their assignment, you're able to attach paper powers of attorney for the other parts, who cannot be invited via Digital Ship Register." At the bottom left is a "Cancel" button, and at the bottom right is a button labeled "Invite to change" which is highlighted with a red box.

Invite to signature

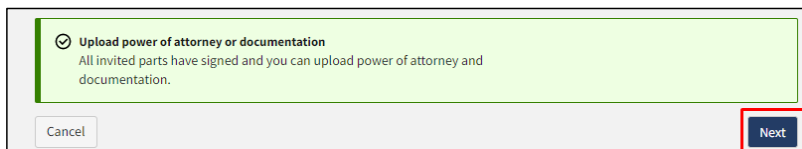
All fields are locked for editing and the system shows who needs to sign digitally. If errors have been discovered in the entered information, it is possible to withdraw the invitations, correct and invite again. This can be done by clicking on the "Withdraw invitations" button



A notification box with a yellow background and a warning icon. The text reads: "Digital signatures: The assignment awaits digital signature from: - Anders Carlsen." Below this is a "Note" section with the same text as the first screenshot: "When parts, who are required to sign digitally, have completed their assignment, you're able to attach paper powers of attorney for the other parts, who cannot be invited via Digital Ship Register." At the bottom left is a "Cancel" button, and at the bottom right is a button labeled "Withdraw invitations" which is highlighted with a red box.

Withdraw invitations

Once the assignment has been signed, the notification can be reloaded and continued by clicking "Next"



A notification box with a green background and a checkmark icon. The text reads: "Upload power of attorney or documentation: All invited parts have signed and you can upload power of attorney and documentation." At the bottom left is a "Cancel" button, and at the bottom right is a button labeled "Next" which is highlighted with a red box.

Step 2: Information – Continue to the next step

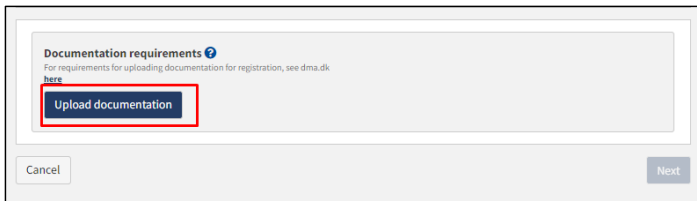
Attach power of attorney

If there are parties for whom a power of attorney must be attached, it will be possible to upload attachments to the notification.

Tick: "I enclose power of attorney, as it is not possible to invite for digital signing. Please note that if you enclose a paper power of attorney, the documentation must be approved by the Ship Registry. ". "

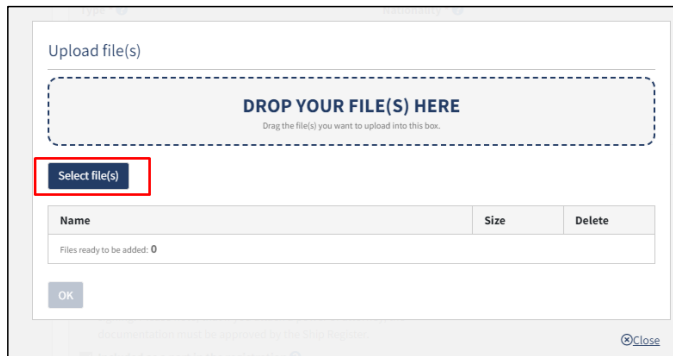
Click "Save and verify.

Click "Upload documentation".



Upload documentation

Drag the files into the dotted box at the top or click "Select File(s)" to select the files to be uploaded.



Upload documentation

When all files to be uploaded have been added to the list, click "OK".

Upload file(s)

DROP YOUR FILE(S) HERE

Drag the file(s) you want to upload into this box.

Select file(s)

Name	Size	Delete
POA.pdf	0.659 MB	Remove

Files ready to be added: 1

OK

Attached documents Close

Upload documentation

The system displays the list of documents to be attached to the notification. Click "Upload attached documents".

Documentation requirements ?
For requirements for uploading documentation for registration, see [dma.dk](#) [here](#)

Upload documentation

Attached documents

Name	Size
POA.pdf	0.659 MB

Files ready to be added: 1

Upload attached documents

Cancel Next

Upload documentation

The system will show that the upload of the file(s) has been completed and it is now possible to click on "Next".

Documentation requirements ?
For requirements for uploading documentation for registration, see [dma.dk](#) [here](#)

Upload documentation

Attached documents

Name	Size
POA.pdf	0.659 MB
Upload is complete	

Upload attached documents

Cancel Next

Next enables to move on to the next step

Step 3: Registration

At this Step, it is possible to verify all entered information before the case is sent for manual case processing by the Danish Maritime Register.

The screenshot shows a registration form with three main sections:

- Ship identification:** Name of ship: MALTHE, Port of registry: KORSØR, Signal letters: ØYUB, Build number: 3721398492.
- Case Identification:** Mortgage time of reporting: 2022-12-19 11:02:55 (UTC+01:00).
- Report of mortgage:** A section with four expandable accordions: General information, Debtors, Creditors, and Priority ranking.

Step 3: Registration: Accordions that summarize the information entered

It is possible to mark that the notification is interdependent on another notification and that these must be registered at the same time.

The screenshot shows the same registration form as above, but with the 'Interdependent reports' section expanded. It contains a checkbox and a link:

I wish to add conditions for the registration to be approved [?](#)

Step 3: Registration: Marking interdependent reviews

It is possible to add message(s) to the Danish Maritime Authority.

The screenshot shows a three-step registration process. Step 1 is 'Add ships', Step 2 is 'Information', and Step 3 is 'Registration'. The 'Ship identification' section contains: Name of ship (MALTHE), Port of registry (KORSØR), Signal letters (OYUB), and Build number (3721398492). The 'Case Identification' section shows the Mortgage time of reporting as 2022-12-19 11:02:55 (UTC+01:00). The 'Report of mortgage' section has expandable sections for General information, Debtors, Creditors, and Priority ranking. The 'Interdependent reports' section has a checkbox for adding conditions for approval. The 'Messages' section, highlighted with a red box, contains a message box stating 'There are no messages for this step.' and a text area for writing a message or comment, with an 'Add message' button. At the bottom are 'Cancel' and 'Request registration' buttons.

Ship identification		
Name of ship	Port of registry	Signal letters
MALTHE	KORSØR	OYUB
Build number	3721398492	

Case Identification

Mortgage time of reporting
2022-12-19 11:02:55 (UTC+01:00)

Report of mortgage

- + General information
- + Debtors
- + Creditors
- + Priority ranking

Interdependent reports

I wish to add conditions for the registration to be approved

Messages

There are no messages for this step.
If you have questions or comments you can write them in the text field below.
All comments will be saved with the report.

Write message or comment here...

Add message

Cancel Request registration

Step 3: Registration: Message(s) to the Danish Maritime Authority

Click on "Request registration" to send the case for manual case processing by the Danish Maritime Register.

The screenshot shows a web form titled "Step 3: Registration". At the top, there are three circular icons representing steps: 1 (Add ships), 2 (Information), and 3 (Registration). The form is divided into several sections:

- Ship identification:** A table with three columns: Name of ship (MALTHE), Port of registry (KORSØR), and Signal letters (OVUB). Below this is the Build number (3721398492).
- Case Identification:** Mortgage time of reporting (2022-12-19 11:02:55 (UTC+01:00)).
- Report of mortgage:** A section with four expandable sub-sections: General information, Debtors, Creditors, and Priority ranking.
- Interdependent reports:** A checkbox labeled "I wish to add conditions for the registration to be approved" with a help icon.
- Messages:** A section with a message box stating "There are no messages for this step. If you have questions or comments you can write them in the text field below. All comments will be saved with the report." Below this is a text input field and an "Add message" button.

At the bottom of the form, there are two buttons: "Cancel" and "Request registration". The "Request registration" button is highlighted with a red rectangular box.

Step 3: Registration

The registration has now been sent for manual case handling at the Danish Maritime Register and you can log out and close your window in the self-service or go to the front page and start a new registration.

NB: If the reviewer has filled in their email address under the profile page (by hovering over their name and clicking on profile in the top right), an email will be sent to this email address stating that the review can continue as soon as all parties' tasks have been completed.

Note

The Ship Registry is reviewing your case. You have 7 days until we, the Danish Maritime Authority, must have received the original power of attorney documents by mail. These must be sent to the following address:

Søfartsstyrelsen
Caspar Brands Plads 9
4220 Korsør
Danmark

You will receive an e-mail once the case has been reviewed and you can continue the registration.

Cancel Request registration

Kommenterede [VB3]: Teksten er anderledes sammenlignet med det danske?

Step 3: Registration: The case awaits the Ship Register