



Change of ship, including change of ownership

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

When there are changes to ships registered in a Danish ship register, e.g., change of owner, changes to the ship's name, homeport or the like, this must be notified to the Ship Register. The Danish Maritime Authority's website describes the process of changes to ships in more detail on the following page: [Change of ownership](#).

This guide will explain how you can report changes to an already registered ship via the Digital Ship Register's Self-Service. The guide does not cover bareboat-in registrations, as these are described in a separate guide for bareboat-in, including how to extend the bareboat-in period. This guide will describe how all possible changes to a ship can be made via the Digital Ship Register, including sales and conditional sales. The flow of the notification in the Self-Service is divided into steps, which naturally lead the user through until the report is to be sent for manual case processing by the Ship Register in the Danish Maritime Authority.

An owner's address, if this has changed, will be updated during the Ship Register's final processing of a report of this and future reports. If you only want to update the address or name change of owner, then a flow must be completed without making any changes before the case is sent for processing by the Ship Register.

The following are necessary in order to make the report:

- MitID to be able to log into DSRG.
- Information about the ship to be changed in the Digital Ship Register.
 - Signal letters
 - Ship name
- Information on what needs to be changes in the report, in regard to:
 - Ship identification
 - Selection of register
 - Ownership
 - Date of transfer
 - The following information about buyer(s) and seller(s) of the type person:
 - First name
 - Last name
 - Email-address*
 - Address*

- Birthday*
- The following information about buyer(s) and seller(s) of the type company:
 - CVR number
 - Information regarding the authorized signatory / person authorized to sign for the firm:
 - First name
 - Last name
 - Email-address*
 - Address*
 - Birthday*
- Technical information on the ship in the form of either A) or B):
 - If the ship has not yet been measured: information on the authorized tonnage measurer or classification society invited to perform and enter the technical information about the ship
 - B) If the ship has already been measured by an authorized tonnage measurer or classification society: An international tonnage certificate, delivered by the authorized tonnage measurer or classification society, which can be attached to the report
- Carving/Marking information (If this is different from when the ship was registered)

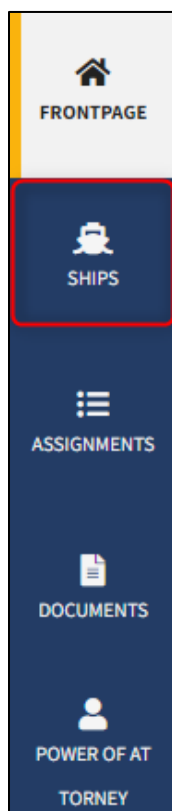
*First name and last name are always necessary to enter on each party. Email address, residential address and date of birth are necessary if a party is to be invited to sign digitally via MitID.

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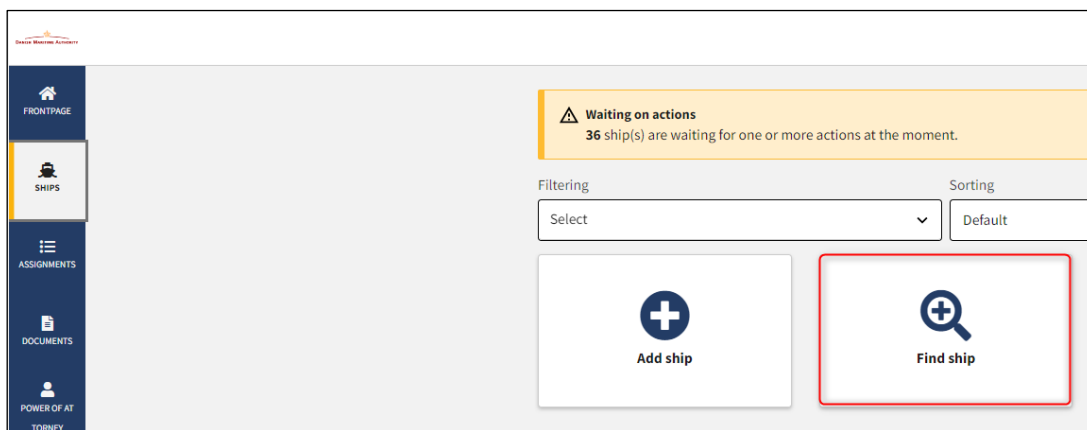
Start report

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

Find ship

See more information about this ship

See more information about this ship

See more information about this ship

close

Find ship via signal letters

Click one of the following buttons, all of which start the same flow for changes regarding the ship:

- "Change of information about ship/owner"
- "Change information" next to Technical information
- "Change information" next to Ownership

OZIB2 - ISA

Status: Registered, 2022-12-08 23:59:00 (UTC+01:00)

Register: DIS

Port of registry: AGERSØ

Latest builder: ASSENS SKIBSVÆRFT A/S

Latest build number: 23849798492

Latest year of build: 2002

Type of use: Sea investigation ship

Ship register number: 514983266

Find the ship on the Danish Ship Register

Deletion of ship

Order attest or transcript

Change of information about ship/owner

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

+ Negative pledges

Start registration of negative pledge(s) here

Detailed view of ship

Step 1: Ship identification

If there are changes to ship identification information, enter them in the relevant field(s).

Click "Next".

1Ship identification

2Selection of register

3Ownership

4Technical data

5Registration

6Carving/Marking information

7Certificates

Ship identification

Name of ship
ISA

Port of registry
AGERSØ

Signal letters
OZIB2

Build number
23849798492

Ship identification

Name of ship * ?

IMO-number ?

Type of use *

Port of registry * ?

Gross tonnage GT (EU) *

Net tonnage NT (EU) *

Cancel

See preview

Next

Step 1: Ship identification

Step 2: Selection of register

If you want to switch to another register, select the register you want to switch to. Note: There are a number of sets of rules for each register. You can familiarize yourself with these by clicking on "here" in the blue infobox below. If at this stage you choose a register that is not possible to switch to, then your case will be rejected during case processing at the Ship Register.

Click "Next".

1Ship identification

2Selection of register

3Ownership

4Technical data

5Registration

6Carving/Marking information

7Certificates

Ship identification

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 13:26:21 (UTC+01:00)	

Register selection

The ship is registered in: ?

☒ DIS

If a register change is desired, it is stated to which register here: ?

☐ DAS

☐ FTJ

Instructions for choosing a register

There are a number of rules, that regulate, for which register the ship may be accepted into. They are described [here](#)

Cancel

See preview

Next

Step 2: Selection of register

Step 3: Ownership

If there are changes to the ownership, select "Perform changes to the ownership".

If there are no changes to the ownership, select "No changes to the ownership".

Click "Next".

1 Ship identification

2 Selection of register

3 Ownership

4 Technical data

5 Registration

6 Carving/Marking information

7 Certificates

Ship identification

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 13:26:21 (UTC+01:00)	

Ownership

Choose one of the following

☐ Perform changes to the ownership ?

☐ No changes to the ownership ?

Note that the name and address of Danish registered owner(s) will be automatically updated via the CPR / CVR register

Cancel See preview Next

Step 3: Ownership

Perform changes to the ownership

Select "Perform changes to the ownership".

Click "Next".

The screenshot shows a multi-step process for ship registration. At the top, a progress bar contains seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership, 4. Technical data, 5. Registration, 6. Carving/Marking information, and 7. Certificates. Step 3, 'Ownership', is the active step. Below the progress bar, the 'Ship identification' section is displayed with the following details: Name of ship (ISA), Port of registry (AGERSØ), Signal letters (OZIB2), Build number (23849798492), and Title register time of reporting (2022-12-08 13:26:21 (UTC+01:00)). The 'Ownership' section prompts the user to 'Choose one of the following' and offers two radio button options: 'Perform changes to the ownership' (which is selected and highlighted with a red box) and 'No changes to the ownership'. A note below states: 'Note that the name and address of Danish registered owner(s) will be automatically updated via the CPR / CVR register'. At the bottom, there are three buttons: 'Cancel', 'See preview', and 'Next' (which is highlighted with a red box).

1	2	3	4	5	6	7												
Ship identification	Selection of register	Ownership	Technical data	Registration	Carving/Marking information	Certificates												
<h3>Ship identification</h3> <table><tr><td>Name of ship</td><td>Port of registry</td><td>Signal letters</td></tr><tr><td>ISA</td><td>AGERSØ</td><td>OZIB2</td></tr><tr><td>Build number</td><td colspan="2">Title register time of reporting</td></tr><tr><td>23849798492</td><td colspan="2">2022-12-08 13:26:21 (UTC+01:00)</td></tr></table>							Name of ship	Port of registry	Signal letters	ISA	AGERSØ	OZIB2	Build number	Title register time of reporting		23849798492	2022-12-08 13:26:21 (UTC+01:00)	
Name of ship	Port of registry	Signal letters																
ISA	AGERSØ	OZIB2																
Build number	Title register time of reporting																	
23849798492	2022-12-08 13:26:21 (UTC+01:00)																	
<h3>Ownership</h3> <p>Choose one of the following</p> <p><input checked="" type="radio"/> Perform changes to the ownership ?</p> <p><input type="radio"/> No changes to the ownership ?</p> <p>Note that the name and address of Danish registered owner(s) will be automatically updated via the CPR / CVR register</p> <p>Cancel See preview Next</p>																		

Step 3: Ownership

For each existing owner, the number of parts in the ship can be changed in the "After change" field. If this value is changed on at least one owner, the system will automatically display fields for ownership information.

1Ship identification

2Selection of register

3Ownership

4Technical data

5Registration

6Carving/Marking information

7Certificates

Ship identification

Name of ship ISA	Port of registry AGERSØ	Signal letters OZIB2
Build number 23849798492	Title register time of reporting 2022-12-08 13:26:21 (UTC+01:00)	

Ownership

Select one or more owners, who wants to change there ownership including ownership parts, and specify any new owner(s).
All selling and buying parties must be invited to sign the transfer.
All owners must sign if there are made changes to the Managing/corresponding owner
Note that name and address are updated to latest version from CPR / CVR register for Danish owners

Current owner(s)

Type *
Person

Nationality *
Danish

First name *
Majbrit

Last name *
Sølliken

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

Phone no.

Birthday *

Year *
1985

Month *
12

Day *
25

☐ 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.

Number of parts in ship after registration of change in ownership (in fractions) *

For example 1/4, or 25/100

Current	After change *	Received
1/1	1/1	0

Buyers

+Add buyer

Cancel

See preview

Invite to sign

Step 3: Ownership

Enter a date for ownership.

It is possible to enter a purchase price and specify the currency of the purchase price.

Current owner(s)

Type *
Person

Nationality *
Danish

First name *
Majbrit

Last name *
Sølliken

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

Phone no.

Birthdate *
Year *
1985
Month *
12
Day *
25

☐ 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.

Number of parts in ship after registration of change in ownership (in fractions) *
For example 1/4, or 25/100

Current
1/1

After change *
1/2

Transferred
1/2

Ownership information

Purchase price

Choose currency
DKK

Date of ownership *
Year *
Month *
Day *

Conditional ownership
☐ The ship is registered with conditional ownership

Buyers

+Add buyer

Cancel

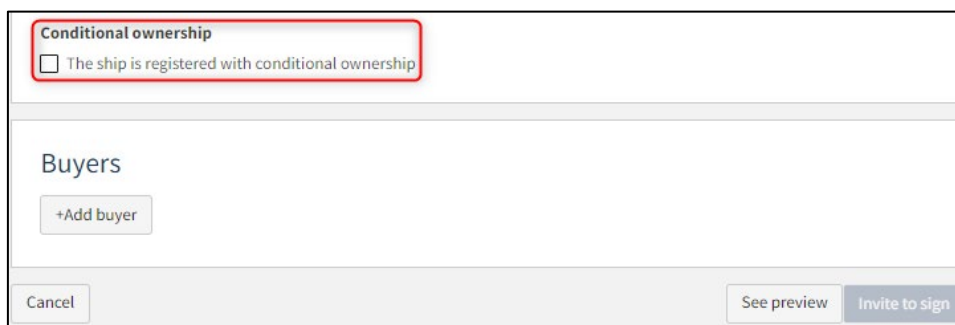
See preview

Invite to sign

Step 3: Ownership

Conditional ownership

If the ship is to be sold conditionally, the "Conditional ownership" must be ticked.

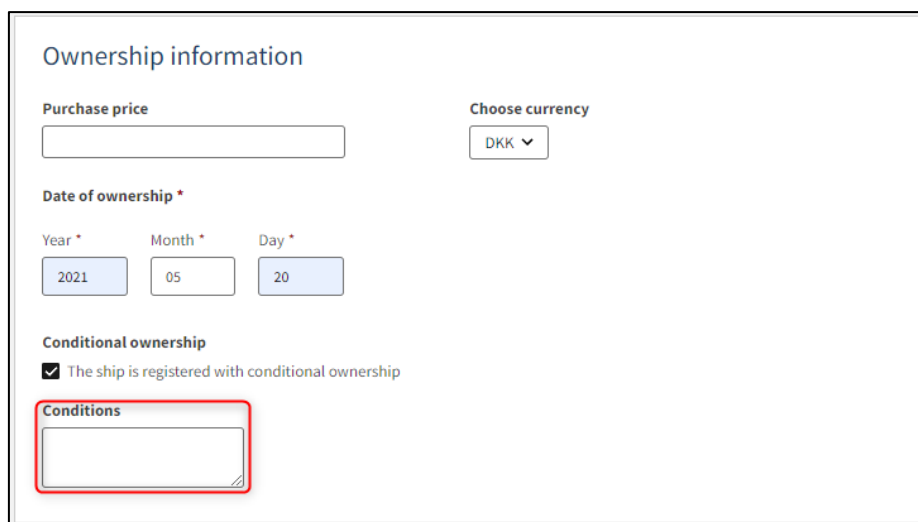


The screenshot shows a form section titled "Conditional ownership". It contains a checkbox labeled "The ship is registered with conditional ownership". Below this is a section titled "Buyers" with a "+Add buyer" button. At the bottom of the form are three buttons: "Cancel", "See preview", and "Invite to sign".

Step 3: Ownership

A new text box will appear where you can specify conditions for the ownership.

Set conditions for conditional ownership. These conditions will be assessed by the Ship Register and whether they can be allowed.




The screenshot shows the "Ownership information" section. It includes a "Purchase price" input field, a "Choose currency" dropdown menu (set to DKK), and a "Date of ownership" section with fields for Year (2021), Month (05), and Day (20). Below these is a "Conditional ownership" section with a checked checkbox "The ship is registered with conditional ownership". At the bottom is a "Conditions" text area, which is highlighted with a red box.

Step 3: Ownership

If the ship is already owned by several parties and there are only sales between them, then a buyer should not be added. As soon as the number of parts in the ship across all owners sums up to 1/1, you can send invitations by clicking on "Invite to sign".

If there is a new party that gets ownership shares in the ship on the basis of this sale, click on "+Add buyer".



The screenshot shows the "Buyers" section with a "+Add buyer" button, which is highlighted with a red box.

Step 3: Ownership

Select "Company" or "Person" next to type and fill in the required fields as directed.

Company

For "Company", the company must be searched by clicking on the "Find company" button, after which a dialog box opens where you can search the company.



The screenshot shows a web form titled "Buyers". Inside the form, there is a section labeled "Type" with a help icon. Below it is a dropdown menu currently set to "Company". A red rectangular box highlights the "Find company" button, which is a dark blue button with white text. Below the dropdown and button, there is a link that says "Delete buyer" with a red trash icon. At the bottom of the form, there is a button labeled "+Add buyer".

Step 3: Ownership: Find company

If it is desired that the company's signatory must sign digitally via MitID employee signature, then the following information must be filled in on the signatory:

- First name
- Last name
- Email

If you also choose to fill in the following information, the signatory can sign via login with their private MitID:

- Address
- Birthday

The following information may be filled in:

- Phone number

If there are several signatories, click on "Add authorized signatory / Person authorized to sign for the firm" and also fill in the fields as described above for each signatory desired to be added.

Type * ?
Company ▾
Find company

Danish CVR number (Central Business Register) ?
29831610

Company name ?
Søfartsstyrelsen

Address
Casper Brands Plads 9, 4220 Korsør, Danmark

First name *
Anders

Last name *
Carlsen

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

Phone no.

Address
☐ The person has a non-Danish address

Birthday
Year Month Day

Note!
If you do not enter an address and birthdate the person can only access the assignment with employee MitID (Danish digital signature)

☐ 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 this authorized signatory / Person authorized to sign for the firm](#)

+Add authorized signatory / Person authorized to sign for the firm

Number of parts in ship (in fractions) * ?
For example 1/4, or 25/100

Step 3: Ownership: Add authorized signatory / Person authorized to sign for the firm

If you want to remove a signatory, click on "Remove this authorized signatory / Person authorized to sign for the firm".

Type * ?
Company ▼
Find company

Danish CVR number (Central Business Register) ?
29831610

Company name ?
Søfartsstyrelsen

Address
Caspar Brands Plads 9, 4220 Korsør, Danmark

First name *
Anders

Last name *
Carlsen

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

Phone no.

Address
☐ The person has a non-Danish address

Birthday
Year Month Day

Note!
If you do not enter an address and birthdate the person can only access the assignment with employee MitID (Danish digital signature)

☐ 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 this authorized signatory / Person authorized to sign for the firm

+Add authorized signatory / Person authorized to sign for the firm

Number of parts in ship (in fractions) * ?
For example 1/4, or 25/100

Step 3: ownership: Remove authorized signatory / Person authorized to sign for the firm

If it is desired that the signatory should not be invited digitally, but that an analogue power of attorney should be attached instead, check the box "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."

Specify the number of parts in the ship that the buyer acquires in fractions. If there is one buyer who takes over the entire ship, "1" can be indicated.

Click "Add Buyer" for each buyer who will take ownership interests in the ship upon this sale. In the case of several owners, it must be decided who is the managing / corresponding owner.

Current owner(s)

Type [?]
Person

Nationality [?]
Danish

First name *
Madsen

Last name *
Sørensen

Signer/attorney e-mail *
madsen@skibet.dk

Phone no.

Birthyear *

Year *
1985

Month *
12

Day *
25

☐ 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.

Number of parts in ship after registration of change in ownership (in fractions) *

No more than 1/4 or 25/100

Current

After change *

Transferred

1/1

1/2

1/2

Managing/corresponding owner *[?]

Yes No

Ownership information

Purchase price

Choose currency
DKK

Date of ownership *

Year *
2021

Month *
05

Day *
28

Conditional ownership

☐ The ship is registered with conditional ownership

Buyers

Type [?]
Company

Find company

Danish CVR number (Central Business Register) [?]
29031510

Company name [?]
Safaristopkøben

Address
Cappasørensvej 8, 4220 Korsør, Denmark

First name *
Anders

Last name *
Carlsen

Phone no.

☒ 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 this authorized signatory / Person authorized to sign for the firm

+Add authorized signatory / Person authorized to sign for the firm

Number of parts in ship (in fractions) *

No more than 1/4 or 25/100

1/2

Managing/corresponding owner *[?]

Yes No

+Add buyer

Trin 3: Ejerforhold: Tilføj køber

Person

For "Person" it must first be considered whether the person is Danish or other nationality. Next, the following information must be filled in:

- First name
- Last name
- Email
- Address
- Birthday
- Number of parts in ship (in fractions)

The following information may be filled in:

- Phone number

The information must be filled in for the person to be registered in a particular role, even if an attorney is supposed to sign digitally on behalf of the person.

If it is desired that the person should not be invited digitally, but that an analogue power of attorney should be attached instead, check the box "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."

Specify the number of parts in the ship that the buyer acquires in fractions. If there is one buyer who takes over the entire ship, "1" can be indicated.

Buyers

Type * ⓘ
Person ▼

Nationality * ⓘ
Danish ▼

First name *
Anders

Last name *
Carlsen

Signer/attorney e-mail * ⓘ
sfs@dma.dk

Phone no.

Address *
☐ The person has a non-Danish address
Caspar Brands Plads 9, 4220 Korsør

Birthday *
Year *
1977
Month *
01
Day *
01

☐ 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.

Number of parts in ship (in fractions) * ⓘ
For example 1/4, or 25/100
1/2

Managing/corresponding owner * ⓘ
Yes No

[Delete buyer](#)

+Add buyer

Step 3: Ownership

Click "Add Buyer" for each buyer who will take ownership interests in the ship upon this sale. In the case of several owners, it must be decided who is the managing / corresponding owner.

Buyers

Type * Person

Nationality * Danish

First name * Anders

Last name * Carlsen

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

Phone no.

Address * ☐ The person has a non-Danish address Caspar Brands Plads 9, 4220 Korsør

Birthday * Year * 1977 Month * 01 Day * 01

☐ 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.

Number of parts in ship (in fractions) *
For example 1/4, or 25/100 1/2

Managing/corresponding owner *
Yes No

Delete buyer

+Add buyer

Step 3: Ownership

If a buyer has been added by mistake, it is possible to remove it by clicking on "Delete buyer".

Buyers

Type * Person

Nationality * Danish

First name * Anders

Last name * Carlsen

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

Phone no.

Address * ☐ The person has a non-Danish address Caspar Brands Plads 9, 4220 Korsør

Birthday * Year * 1977 Month * 01 Day * 01

☐ 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.

Number of parts in ship (in fractions) *
For example 1/4, or 25/100 1/2

Managing/corresponding owner *
Yes No

Delete buyer

+Add buyer

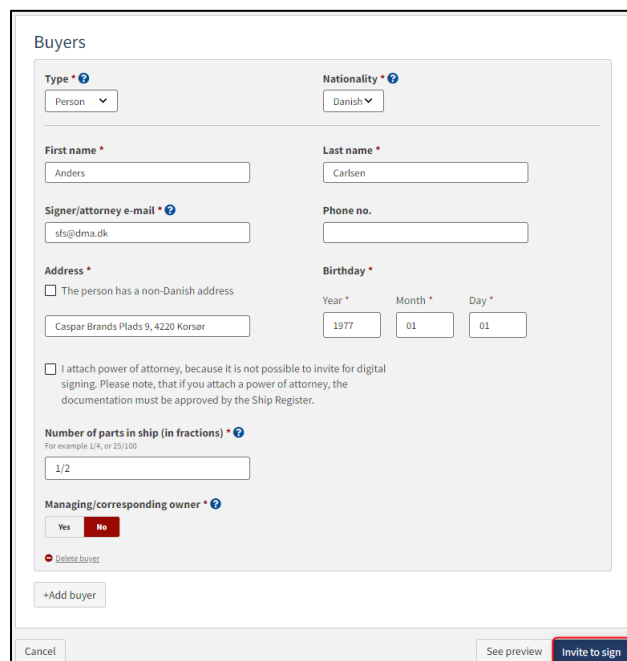
Step 3: Ownership

When all required fields are filled in, it becomes possible to invite anyone who needs to sign digitally.


Once all parties have been added and all required fields have been filled in, it is possible to invite to digital signing by clicking on "Invite to sign". If it is decided that a power of attorney must be enclosed for all parties, the button's label will be "Save and verify".


Invite to sign digitally

Click on "Invite to sign" / "Save and verify" and the system will send an email to the parties who need to sign digitally. As soon as all parties who are going to sign digitally have signed or it has been decided that a power of attorney must be attached for all parties, it will be possible to upload documentation.




Buyers

Type *  Person

Nationality *  Danish

First name * Anders

Last name * Carlsen


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


Phone no.


Address *
☐ The person has a non-Danish address
Caspar Brands Plads 9, 4220 Korsør

Birthday *
Year * 1977 Month * 01 Day * 01

☐ 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.

Number of parts in ship (in fractions) * 
For example 1/4, or 25/100 1/2

Managing/corresponding owner * 
Yes No

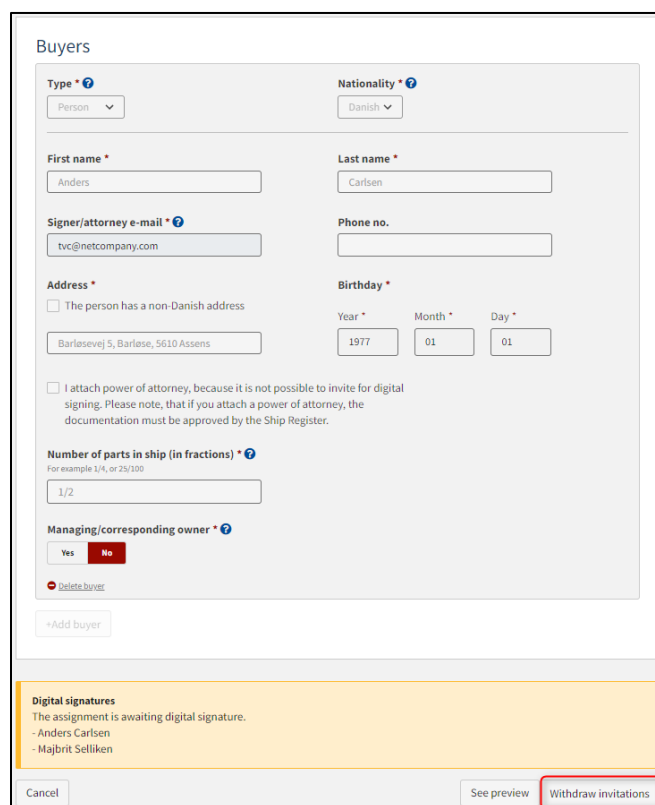
 Delete buyer

+Add buyer


Cancel See preview Invite to sign


Step 3: Ownership: Invite to sign

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




Buyers

Type *  Person

Nationality *  Danish

First name * Anders

Last name * Carlsen


Signer/attorney e-mail *  tvc@netcompany.com


Phone no.


Address *
☐ The person has a non-Danish address
Barlesevej 5, Barlese, 5610 Assens

Birthday *
Year * 1977 Month * 01 Day * 01

☐ 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.

Number of parts in ship (in fractions) * 
For example 1/4, or 25/100 1/2

Managing/corresponding owner * 
Yes No

 Delete buyer

+Add buyer

Digital signatures
The assignment is awaiting digital signature.
- Anders Carlsen
- Majbrit Seliken

Cancel See preview Withdraw invitations

Step 3: Ownership: Withdraw invitations

Reopen the report once everyone has digitally signed.

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.

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 report. Click "Upload documentation".

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

Upload documentation

Step 3: Ownership: 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 file(s)

DROP YOUR FILE(S) HERE
Drag the file(s) you want to upload into this box.

Select file(s)

Name	Size	Delete
Files ready to be added: 0		

OK

Close

Step 3: Ownership: 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
TestFil.pdf	0.051 MB	Remove

Files ready to be added: 1

OK

Close

Step 3: Ownership: Upload documentation

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

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

Attached documents

Name	Size
TestFil.pdf	0.051 MB
Files ready to be added: 1	

Upload attached documents

Step 3: Ownership: Upload documentation

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

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

Attached documents

Name	Size
TestFil.pdf	0.051 MB
Upload is complete	

Upload attached documents

Cancel **See preview** **Withdraw invitations** **Next**

Step 3: Ownership: Next enables to proceed to the next step

No changes in the ownership

Select "No changes to the ownership".

Click "Next".

The screenshot displays a multi-step registration process. The top navigation bar includes seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership (current step), 4. Technical data, 5. Registration, 6. Carving/Marking information, and 7. Certificates. The 'Ship identification' section contains the following details:

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 13:26:21 (UTC+01:00)	

The 'Ownership' section prompts the user to 'Choose one of the following':

- ☐ Perform changes to the ownership ?
- ☒ No changes to the ownership ?

A note below the options states: 'Note that the name and address of Danish registered owner(s) will be automatically updated via the CPR / CVR register'. At the bottom, there are three buttons: 'Cancel', 'See preview', and 'Next'. The 'Next' button is highlighted with a red box.

Step 3: Ownership

Step 4: Technical data

If no changes to the ship's technical data are to be registered, select "No changes to the ship's technical data should be registered".

If changes to the ship's technical data are to be registered, select "Changes to the ship's technical data must be registered".

Click "Next".

The screenshot shows a multi-step registration process. At the top, a progress bar contains seven numbered circles: 1 (Ship identification), 2 (Selection of register), 3 (Ownership), 4 (Technical data), 5 (Registration), 6 (Carving/Marking Information), and 7 (Certificates). Step 4 is currently active and highlighted.

The 'Ship identification' section is highlighted in light blue and contains the following data:

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

The 'Technical data' section is below and contains a 'Select:' label with a help icon. Two radio button options are listed:

- ☒ No changes to the ship's technical data should be registered
- ☐ Changes to the ship's technical data must be registered

At the bottom of the form, there are three buttons: 'Cancel', 'See preview', and 'Next'. The 'Next' button is highlighted with a red border.

Step 4: Technical data

No changes to the ship's technical data should be registered

Select "No changes to the ship's technical data should be registered".

Click "Next".

The screenshot shows a multi-step registration process. At the top, a progress bar contains seven numbered circles: 1 (Ship identification), 2 (Selection of register), 3 (Ownership), 4 (Technical data), 5 (Registration), 6 (Carving/Marking information), and 7 (Certificates). Step 4, 'Technical data', is the active step.

The 'Ship identification' section is highlighted with a blue border and contains the following data:

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

The 'Technical data' section contains a 'Select:' label with a help icon. Below it are two radio button options:

- ☒ No changes to the ship's technical data should be registered
- ☐ Changes to the ship's technical data must be registered

At the bottom of the form are three buttons: 'Cancel', 'See preview', and 'Next'. The 'Next' button is highlighted with a red border.

Step 4: Technical data

Changes to the ship's technical data must be registered

Select "Changes to the ship's technical data must be registered".

The screenshot shows a multi-step registration process. At the top, a progress bar contains seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership, 4. Technical data (highlighted with a blue circle), 5. Registration, 6. Carving/Marking information, and 7. Certificates. Below the progress bar, the 'Ship identification' section is displayed with the following details: Name of ship: ISA, Port of registry: AGERSØ, Signal letters: OZIB2, Build number: 23849798492, and Title register time of reporting: 2022-12-08 14:17:04 (UTC+01:00). The 'Technical data' section is below, with a 'Select:' label and a help icon. Two radio button options are present: 'No changes to the ship's technical data should be registered' (selected) and 'Changes to the ship's technical data must be registered' (highlighted with a red rectangle). At the bottom, there are three buttons: 'Cancel', 'See preview', and 'Next'.

Ship identification		
Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

Technical data

Select: ?

☒ No changes to the ship's technical data should be registered

☐ Changes to the ship's technical data must be registered

Cancel See preview Next

Step 4: Technical data

Technical data for a ship shall be provided either by:

- Inviting an authorized tonnage measurer
- Upload an international tonnage certificate, if the ship has already been measured by an authorized classification society

Invite authorized ship measurer

If you want to invite an authorized tonnage measurer, click “Choose authorized tonnage measurer/classification societies”.

Technical data

In order to have the ship registered in the Ship Register, it is a requirement that a Danish authorized tonnage measurer adds technical data about the ship. You can invite the tonnage measurer that you want to perform the assignment, directly via the Digital Ship Register

Has the ship already been measured by an authorised classification societies?
[Click here](#)

Choose authorised tonnage measurer/classification societies

Step 4: Technical data

It is possible to filter on tonnage measurers by filling in the fields.

Click “Search”.

Find tonnage measurer/classification societies

Name	Zipcode
<input type="text"/>	<input type="text"/>
City	Country
<input type="text"/>	<input type="text"/>
Danish CVR number (central business register)	
<input type="text"/>	
<input type="button" value="Search"/>	

Step 4: Technical data: Find tonnage measurer

It is possible to filter the results by the authorization of the tonnage measurer, by inserting a value in the field "Filter by authorization".

Select a tonnage measurer from the list by clicking "Select" next to the desired row.

Find tonnage measurer/classification societies

Name Zipcode

City Country

Danish CVR number (central business register)

Filter by authorisation

Company name	Address	Authorisation	Select
Flamingo Firma	Zoovej 1, 9988 Zooby	Autoriseret til at måle alle skibe	<input type="button" value="Select"/>
Lloyd's Register	71 Fenchurch Street, EC3M London, Storbritannien	Autoriseret til at måle alle skibe	<input type="button" value="Select"/>
NC Klaseselskab	Grønningen 17, 1270 København	Autoriseret til at måle alle skibe	<input type="button" value="Select"/>
Søfartsstyrelsen	Caspar Brands Plads 9, 4220 Korsør, Danmark	Autoriseret til at måle alle skibe	<input type="button" value="Select"/>

If the company does not appear in the search result, please contact the Danish Maritime Authority.

Step 4: Technical data: Find tonnage measurer

If you then want to select another tonnage measurer, click on "Choose another authorized tonnage measurer" and the tonnage measurer selection dialog box will open again.

When the desired tonnage measurer is selected, click "Assign assignment".

1 Selection of register 2 Ship identification 3 Ownership 4 Technical data 5 History of ship 6 Registration 7 Carving/Marking information 8 Certificates

Ship identification

Name of ship MARTHA	Port of registry KORSØR	Signal letters OZCT
Build number 7213987429	Title register time of reporting 2022-12-06 09:13:12 (UTC+01:00)	Ownership time of reporting 2022-12-06 09:33:51 (UTC+01:00)

Technical data

You have chosen Søfartsstyrelsen, Caspar Brands Plads 9, 4220 Korsør, Danmark, to fill in technical information about the ship.

Step 4: Technical data: Assign assignment to tonnage measurer

A confirmation will appear on the screen. Click "OK".

Invited

An assignment has been created for Søfartsstyrelsen, Caspar Brands Plads 9, 4220 Korsør, Danmark, which will be notified via email. Note that it is not possible to continue the report until all parties have completed their Assignments.

OK

Cancel

See the previewClose

Step 4: Technical data: Tonnage measurer is invited

If you want to cancel the assignment, click on "Cancel assignment". Then you can either invite the tonnage measurer again or attach an international tonnage certificate if the ship has already been measured by an authorized tonnage measurer.

1 Selection of register

2 Ship identification

3 Ownership

4 Technical data

5 History of ship

6 Registration

7 Carving/Marking information

8 Certificates

Ship identification

Name of ship
MARTHA

Port of registry
KORSØR

Signal letters
OZCT

Build number
7213987429

Title register time of reporting
2022-12-06 09:13:12 (UTC+01:00)

Ownership time of reporting
2022-12-06 09:33:51 (UTC+01:00)

Technical data

The assignment is awaiting Søfartsstyrelsen, Caspar Brands Plads 9, 4220 Korsør, Danmark and you must await the invited part.

Cancel assignmentGo to ships

Cancel

See previewNext

Step 4: Technical data: Tonnage measurer is invited

Open the report again, once the tonnage measurer has completed the technical data.

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.

Click "Next" to proceed to the next step.

The screenshot shows a multi-step process for ship registration. At the top, a progress bar contains eight numbered circles: 1 (Selection of register), 2 (Ship identification), 3 (Ownership), 4 (Technical data), 5 (History of ship), 6 (Registration), 7 (Carving/Marking Information), and 8 (Certificates). Step 4, 'Technical data', is the active step. Below the progress bar, the 'Ship identification' section displays the following details:

Name of ship	Port of registry	Signal letters
MARTHA	KORSØR	OZCT
Build number	Title register time of reporting	Ownership time of reporting
7213987429	2022-12-06 09:13:12 (UTC+01:00)	2022-12-06 09:33:51 (UTC+01:00)

Below this, the 'Technical data' section states: 'The assignment is completed and you can continue'. It includes a button with a plus sign and the text '+ Technical data'. The 'Digital Tonnage Certificate' section instructs the user to 'Get your digital Tonnage Certificate by clicking on the download button below:' and features a 'Download' button. At the bottom of the form, there are three buttons: 'Cancel', 'See preview', and 'Next'. The 'Next' button is highlighted with a red border.

Step 4: Technical data: Tonnage measurer has provided technical data

Upload international tonnage certificate because the ship has already been measured by an authorized classification society

Click "Click here".

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certificates

Ship identification

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

Technical data

Select: **?**

☐ No changes to the ship's technical data should be registered

☒ Changes to the ship's technical data must be registered

Technical data

In order to have the ship registered in the Ship Register, it is a requirement that a Danish authorized tonnage measurer adds technical data about the ship. You can invite the tonnage measurer that you want to perform the assignment, directly via the Digital Ship Register

Has the ship already been measured by an authorised classification societies?

[Click here](#)

[Choose authorised tonnage measurer/classification societies](#)

Step 4: Technical data: The ship has already been measured

You now have the possibility to upload the international tonnage certificate by clicking on "Upload documentation".

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certificates

Ship identification

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

Technical data

Select: **?**

☐ No changes to the ship's technical data should be registered

☒ Changes to the ship's technical data must be registered

Technical data from a classification societies

Has the ship been measured by one of the Danish Maritime Authority approved classification societies and been equipped with an International Tonnage Certificate it can be uploaded here.

Please note that if an International Tonnage Certificate is uploaded, a tonnage measure/ classification societies authorized by the Danish Maritime Authority must subsequently and within 3 months be invited to confirm the "Technical information" in the application.

Should there be invitations for signing via Self-service? [Click here](#)

Documentation requirements **?**

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

[Upload documentation](#)

[Cancel](#) [See preview](#) [Send to manual processing](#)

Step 4: Technical data: Upload international tonnage certificate

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

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
Files ready to be added: 0		

OK

Close

Step 4: Technical data: Upload international tonnage certificate

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
TestFil.pdf	0.051 MB	<div>Remove</div>
Files ready to be added: 1		

OK

Close

Step 4: Technical data: Upload international tonnage certificate

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
TestFil.pdf	0.051 MB
Files ready to be added: 1	

Upload attached documents

Cancel

See preview

Send to manual processing

Step 4: Technical data: Upload international tonnage certificate

The system will show that the upload of the file(s) has been completed.

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

Upload documentation

Attached documents

Name	Size
TestFil.pdf	0.051 MB
Upload is complete	

Upload attached documents

Step 4: Technical data: Upload international tonnage certificate

A message can be added to the Danish Maritime Authority before the report is sent to manual processing. If desired, enter the message in the field "Write message or comment here..." and click "Add Message".

Click on "Send to manual processing" when the case is to be sent for manual processing by the Danish Maritime Authority.

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

Upload documentation

Attached documents

Name	Size
TestFil.pdf	0.051 MB
Upload is complete	

Upload attached documents

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

See preview

Send to manual processing

Step 4: Technical data: Upload international tonnage certificate

The report must now be processed by Ship Survey, Certification and Manning in the Danish Maritime Authority before the report can continue. Open the report again when Ship Survey, Certification and Manning has processed the report. If the report is approved, the report will automatically proceed to the next step.

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.

The screenshot shows a web interface for a report processing system. At the top, there is a progress bar with seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership, 4. Technical data (current step), 5. Registration, 6. Carving/Marking information, and 7. Certificates. The 'Ship identification' section is highlighted in blue and contains the following data: Name of ship (ISA), Port of registry (AGERSØ), Signal letters (OZIB2), Build number (23849798492), and Title register time of reporting (2022-12-08 14:17:04 (UTC+01:00)). Below this is the 'Technical data from a classification societies' section, which includes text about measurement by the Danish Maritime Authority and a note about the International Tonnage Certificate. The 'Messages' section shows a message stating 'There are no messages for this step.' and a note about the processing status. At the bottom, there are 'Cancel' and 'See preview' buttons.

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certificates

Ship identification

Name of ship ISA	Port of registry AGERSØ	Signal letters OZIB2
Build number 23849798492	Title register time of reporting 2022-12-08 14:17:04 (UTC+01:00)	

Technical data from a classification societies

Has the ship been measured by one of the Danish Maritime Authority approved classification societies and been equipped with an International Tonnage Certificate it can be uploaded here.

Please note that if an International Tonnage Certificate is uploaded, a tonnage measure/ classification societies authorized by the Danish Maritime Authority must subsequently and within 3 months be invited to confirm the "Technical information" in the application.

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.

Note
Ship Survey, Certification and Manning in the Danish Maritime Authority is now processing your case. You will receive a mail once your case has been processed and you can continue your report.

Cancel See preview

Step 4: Technical data: The report is awaiting Ship Survey, Certification and Manning

Step 5: Registration

At this step, it is possible to verify all entered information before the report is sent for manual processing by the Danish Maritime Authority. Under "Confirm and send the report", it is possible to unfold an accordion for each step as well as any messages sent to and received from the Danish Maritime Authority during the report.

The screenshot shows the 'Registration' step (Step 5) in a multi-step process. The top navigation bar includes steps 1 to 7: Ship identification, Selection of register, Ownership, Technical data, Registration, Carving/Marking information, and Certificates. The 'Registration' step is highlighted. Below the navigation bar, there is a section titled 'Ship identification' with the following details: Name of ship (ISA), Port of registry (AGERSØ), Signal letters (OZIB2), Build number (23849798492), and Title register time of reporting (2022-12-08 14:17:04 (UTC+01:00)). Below this, there is a section titled 'Confirm and send the port' with a red border. This section contains five expandable accordions: '+ Register Selection', '+ Ship identification', '+ Technical data', '+ Ownership', and '+ Messages'.

Step 6: Registration: Accordions that sums up the entered information

It is possible to upload additional documentation.

This screenshot shows the same 'Registration' step as the previous one, but with an additional section at the bottom highlighted with a red border. This section is titled 'Documentation requirements' and includes a question mark icon. Below the title, it says 'For requirements for uploading documentation for registration, see dma.dk here'. At the bottom of this section is a blue button labeled 'Upload documentation'.

Step 5: Registration: Upload of additional documentation

It is possible to mark, that the report is interdependent on other reports, and that these should be registered simultaneously.

1Ship identification

2Selection of register

3Ownership

4Technical data

5Registration

6Carving/Marking information

7Certificates

Ship identification

Name of ship
ISA

Port of registry
AGERSØ

Signal letters
OZIB2

Build number
23849798492

Title register time of reporting
2022-12-08 14:17:04 (UTC+01:00)

Confirm and send the port

+ Register Selection

+ Ship identification

+ Technical data

+ Ownership

+ Messages

Documentation requirements ?

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

Upload documentation

Interdependent reports

☐ I wish to add conditions for the registration to be approved ?

Step 5: Registration: Interdependent reports

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

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certification

Ship identification

Name of ship ISA	Port of registry AGERSØ	Signal letters OZIB2
Build number 23849798492	Title register time of reporting 2022-12-08 14:17:04 (UTC+01:00)	

Confirm and send the port

- + Register Selection
- + Ship identification
- + Technical data
- + Ownership
- + Messages

Documentation requirements ?

For requirements for uploading documentation for registration, see [here](#).

[Upload documentation](#)

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](#)

Step 5: Registration: Message(s) to the Danish Maritime Authority

Click on "Request registration" to send the report to manual processing by the Ship Registry at the Danish Maritime Authority.

1Ship identification2Selection of register3Ownership4Technical data5Registration6Carving/Marking information7Certification

Ship identification

Name of ship
ISA

Port of registry
AGERSØ

Signal letters
OZIBZ

Build number
23849798492

Title register time of reporting
2022-12-08 14:17:04 (UTC+01:00)

Confirm and send the port

+ Register Selection

+ Ship identification

+ Technical data

+ Ownership

+ Messages

Documentation requirements ?

For requirements for uploading documentation for registration, see dma.dk
here

Upload documentation

Interdependent reports

☐ I wish to add conditions for the registration to be approved ?

Messages

① 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 5: Registration

The report has now been sent for manual processing at the Ship Registry at the Danish Maritime Authority and you can log out and close your window in the self-service or go to the front page and start a new registration. If the case is approved, the notification will automatically proceed to the next step

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.

The screenshot shows a web interface for ship registration. At the top, a progress bar has seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership, 4. Technical data, 5. Registration (highlighted), 6. Carving/Marking information, and 7. Certificates. The main content area is titled 'Ship identification' and contains a table with the following data:

Name of ship	Port of registry	Signal letters
ISA	AGERSØ	OZIB2
Build number	Title register time of reporting	
23849798492	2022-12-08 14:17:04 (UTC+01:00)	

Below the table is a section titled 'Confirm and send the port' with five expandable items: Register Selection, Ship identification, Technical data, Ownership, and Messages. The 'Messages' item is expanded, showing a message box that says: '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.' At the bottom, there is a 'Note' box stating: 'The Ship Register is reviewing your report. You will receive an e-mail once the report has been reviewed and you can continue your report.' The bottom of the form has two buttons: 'Cancel' and 'Request registration'.

Step 5: Registration

Step 6: Carving/Marking information

If there are changes to where on the ship the signal letters are marked, update the field "Carving/Marking information".

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certificates

Ship identification

Name of ship ISA	Port of registry AGERSØ	Signal letters OZIB2
Build number 23849798492	Title register time of reporting 2022-12-08 14:17:04 (UTC+01:00)	

The ship is now registered in DIS

In order to issue a Certificate of Nationality it is required that the ships signal letters are marked on the ship. The signal letters have to be legible visible and indelible in a conspicuous place within the ships permanent construction. Please fill in the location of the signal letters in the text field below.

Carving/Marking information *

Remaining characters 229

On the mast

The name of the ship, the port of registry, and possibly port number also have to be marked on the ship. Guidelines for this can be found [here](#).

Cancel See preview Generate certificates

Step 6: Carving/Marking information

Click "Generate certificates".

1 Ship identification 2 Selection of register 3 Ownership 4 Technical data 5 Registration 6 Carving/Marking information 7 Certificates

Ship identification

Name of ship ISA	Port of registry AGERSØ	Signal letters OZIB2
Build number 23849798492	Title register time of reporting 2022-12-08 14:17:04 (UTC+01:00)	

The ship is now registered in DIS

In order to issue a Certificate of Nationality it is required that the ships signal letters are marked on the ship. The signal letters have to be legible visible and indelible in a conspicuous place within the ships permanent construction. Please fill in the location of the signal letters in the text field below.

Carving/Marking information *

Remaining characters 229

On the mast

The name of the ship, the port of registry, and possibly port number also have to be marked on the ship. Guidelines for this can be found [here](#).

Cancel See preview Generate certificates

Step 6: Carving/Marking information

Step 7: Certificates

At this stage it is possible to download the Certificate of Nationality of the ship.

1

Ship identification

2

Selection of register

3

Ownership

4

Technical data

5

Registration

6

Carving/Marking information

7

Certificates

Certificate of Nationality

The Certificate of Nationality has been generated and is now available for owner(s) or charterer(s) of the ship in the Digital Ship Register Self-service solution under the "Documents" menu. It is also available on Shipowner Self-service for owner(s) or charterer(s) of the ship as well as the users that have been given access to the ship. As applicant it is your duty to inform the owner(s) or charterer(s) of the ship about the new Certificate of Nationality.

The Certificate of Nationality must be able to be presented to the authorities on request, cf. section 3 (2) of the Danish Merchant Shipping Act. This requirement can be met by either storing it physically on board the ship or by being able to access it digitally on e.g. a mobile phone. Please note that it is the owner's responsibility that the ship does not operate until it has all the necessary certificates on board.

Get the Certificate of Nationality by clicking on the download button:

Download file

Go back to ships

CSR Report

Should a new CSR Certificate be issued? * ?

YesNo

Certificate of Registration

Do you want to order a certificate or a transcript? Note that it costs 150 DKK, which must be paid online before the certificate/transcript can be issued. Once the payment has been received, you will receive an email and you can download the certificate / transcript via the self-service.

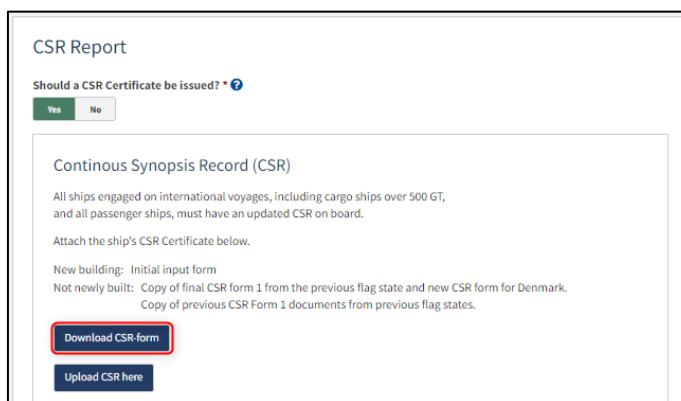
Order registration certificate

Step 7: Certificates: Download Certificate of Nationality

It is possible to request a CSR Report to be issued by clicking "Yes" under "Should a CSR Certificate be issued?"

Request new CSR Report to be issued

Click on "Download CSR-form" if you have not already completed the required form.

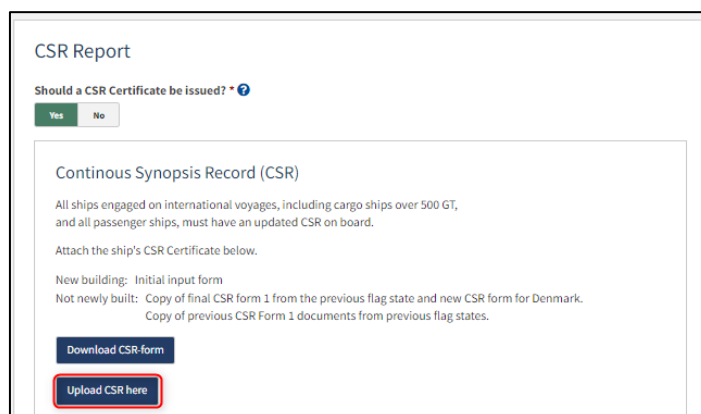


The screenshot shows a web form titled "CSR Report". At the top, there is a question "Should a CSR Certificate be issued?" with "Yes" and "No" radio buttons. Below this is a section titled "Continous Synopsis Record (CSR)" with explanatory text: "All ships engaged on international voyages, including cargo ships over 500 GT, and all passenger ships, must have an updated CSR on board. Attach the ship's CSR Certificate below." It then lists requirements for "New building" (Initial input form) and "Not newly built" (Copy of final CSR form 1 from the previous flag state and new CSR form for Denmark; Copy of previous CSR Form 1 documents from previous flag states). At the bottom of this section, the "Download CSR-form" button is highlighted with a red rectangle, and the "Upload CSR here" button is visible below it.

Step 7: Certificates: Request a new CSR Report to be issued

Fill out the form.

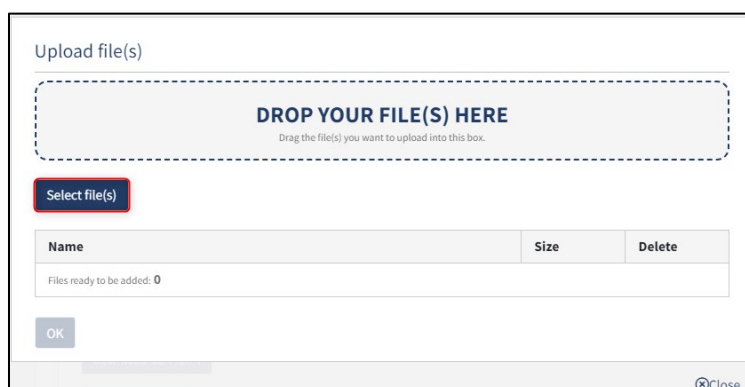
Upload documentation by clicking on "Upload CSR here".



This screenshot is identical to the previous one, showing the "CSR Report" form. However, in this version, the "Upload CSR here" button at the bottom of the CSR section is highlighted with a red rectangle, while the "Download CSR-form" button is no longer highlighted.

Trin 7: Bevise: Anmod om udstedelse af et nyt CSR-Certifikat

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



The screenshot shows a file upload interface titled "Upload file(s)". It features a large dashed box with the text "DROP YOUR FILE(S) HERE" and a subtext "Drag the file(s) you want to upload into this box." Below this, the "Select file(s)" button is highlighted with a red rectangle. Underneath is a table with columns "Name", "Size", and "Delete". The table currently shows "Files ready to be added: 0". At the bottom left is an "OK" button, and at the bottom right is a "Close" button with a circular icon.

Step 7: Certificates: 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
TestFil.pdf	0.051 MB	Remove

Files ready to be added: 1

OK

Upload attached documents

Close

Step 7: Certificates: Upload documentation

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

CSR Report

Should a CSR Certificate be issued? ?

Yes

No

Continuous Synopsis Record (CSR)

All ships engaged on international voyages, including cargo ships over 500 GT, and all passenger ships, must have an updated CSR on board.

Attach the ship's CSR Certificate below.

New building: Initial input form

Not newly built: Copy of final CSR form 1 from the previous flag state and new CSR form for Denmark.

Copy of previous CSR Form 1 documents from previous flag states.

Download CSR-form

Upload CSR here

Attached documents

Name	Size
TestFil.pdf	0.051 MB

Files ready to be added: 1

Upload attached documents

Step 7: Certificates: Upload documentation

The system will show that the upload of the file(s) has been completed.

Attached documents

Name	Size
TestFil.pdf	0.051 MB

Upload is complete

Upload attached documents

Step 7: Certificates: Upload documentation

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

Click "Send to manual processing". The reviewer will be notified by the Danish Maritime Authority when the report has been processed.

CSR Report

Should a CSR Certificate be issued? *

☒ Yes ☐ No

Continuous Synopsis Record (CSR)

All ships engaged on international voyages, including cargo ships over 500 GT, and all passenger ships, must have an updated CSR on board.

Attach the ship's CSR Certificate below.

New building: Initial input form
Not newly built: Copy of final CSR form 1 from the previous flag state and new CSR form for Denmark.
Copy of previous CSR Form 1 documents from previous flag states.

[Download CSR-form](#)

[Upload CSR here](#)

Attached documents

Name	Size
TestFil.pdf	0.051 MB

Upload is complete

[Upload attached documents](#)

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](#)

[Send to manual processing](#)

Step 7: Certificates

Order certificate of registration

At this step, it is possible to order a certificate of registration for the ship. This is also possible from the detailed view of the ship in the Self-Service.

Next to "Certificate of Registration" click on "Order registration certificate".

The screenshot shows a multi-step process for ship registration. At the top, a progress bar contains seven steps: 1. Ship identification, 2. Selection of register, 3. Ownership, 4. Technical data, 5. Registration, 6. Carving/Marking information, and 7. Certificates. Step 7 is currently active. The main content area is divided into three sections. The first section, 'Certificate of Nationality', provides information about the generated certificate and includes a 'Download file' button. The second section, 'CSR Report', asks 'Should a new CSR Certificate be issued?' with 'Yes' and 'No' radio buttons. The third section, 'Certificate of Registration', explains the cost and process of ordering a certificate or transcript, and features a red-bordered 'Order registration certificate' button.

1 Ship identification **2** Selection of register **3** Ownership **4** Technical data **5** Registration **6** Carving/Marking information **7** Certificates

Certificate of Nationality

The Certificate of Nationality has been generated and is now available for owner(s) or charterer(s) of the ship in the Digital Ship Register Self-service solution under the "Documents" menu. It is also available on Shipowner Self-service for owner(s) or charterer(s) of the ship as well as the users that have been given access to the ship. As applicant it is your duty to inform the owner(s) or charterer(s) of the ship about the new Certificate of Nationality.

The Certificate of Nationality must be able to be presented to the authorities on request, cf. section 3 (2) of the Danish Merchant Shipping Act. This requirement can be met by either storing it physically on board the ship or by being able to access it digitally on e.g. a mobile phone. Please note that it is the owner's responsibility that the ship does not operate until it has all the necessary certificates on board.

Get the Certificate of Nationality by clicking on the download button:

[Download file](#)

[Go back to ships](#)

CSR Report

Should a new CSR Certificate be issued? * ?

☐ Yes ☐ No

Certificate of Registration

Do you want to order a certificate or a transcript? Note that it costs 150 DKK, which must be paid online before the certificate/transcript can be issued. Once the payment has been received, you will receive an email and you can download the certificate / transcript via the self-service.

[Order registration certificate](#)

Step 7: certificates: Order registration certificate