



Deletion of ship

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

When a ship is to be deleted from DSRG, this must be reported to the Ship Register. The Danish Maritime Authority's website describes the process of deletion of ships in more detail on the following page: [Deletion of ship](#).

This guide will explain how to delete a registered ship using DSRG. This guide does not cover bareboat-in registrations, as these are described in a separate guide for bareboat-in. It is expected that the ship which needs to be deleted is registered in one of the Danish ship registers or FTJ.

The following is necessary to be able to follow the guide:

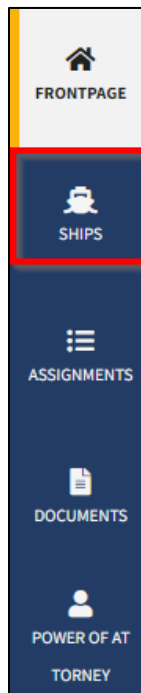
- MitID to be able to log into DSRG
- Information on the registered ship to be deleted from DSRG
 - Signal letters
 - Ship name
- Email address of all owners

Content:

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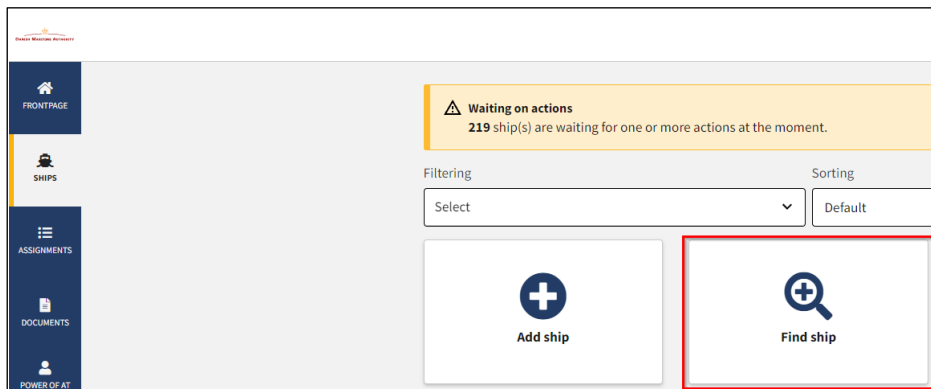
Start report

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



The menu for DSRG self-service

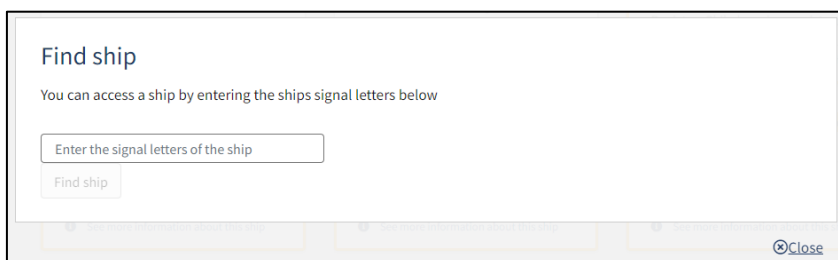
You need to click "Find ship" to find a ship that is already registered.



How to add or search for a ship

Enter the signal letters of the ship you wish to delete.

Press "Enter" on the keyboard or click "Find Ship". If there are several results, select the correct vessel from the list.



Find ship using signal letters

Click on "Deletion of ship".

OZGY2 - CARLA II

Status: Registered, 2022-12-08 23:59:00 (UTC+01:00)
Register: DIS
Port of registry: KORSØR
Latest builder: ASSENS SKIBSVÆRFT A/S
Latest build number: 89346289
Latest year of build: 2015
Type of use: Sea investigation ship
Ship register number: 514982566

- [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 for ship

Step 1: Commitment of deletion

In "Reason for deletion" dropdown, choose a reason for deletion.

1 Deletion acceptance

2 Registration

3 Certificates

Contact information [Change information](#)

Thora Nielsen
41730270
tvc@netcompany.com

Ship identification

| | | |
|---------------------------------|-----------------------------------|--------------------------------|
| Name of ship CARLA II | Port of registry KORSØR | Signal letters OZGY2 |
| Build number 89346289 | | |

Commitment of deletion

To delete the ship from Digital Ship register, owner(s)/Charterer must be invited to sign the deletion.

Reason for deletion

Choose reason ▼

Step 1: Commitment of deletion

Existing owner(s) must confirm the deletion by either:

- Being invited to and signing digitally
- A power of attorney is attached for this party's acceptance of the deletion

Invite to digital signing

For each existing party:

- Verify that the email address is correct or update this to a correct email address
- Verify that the address is correct or update this to a correct address

Click on "Invite to sign".

Commitment of deletion

To delete the ship from Digital Ship register, owner(s)/Charterer must be invited to sign the deletion.

Reason for deletion

Scrapping

Owner(s)

| | |
|--|--|
| Name Thora Nielsen | Country of residence Danmark |
| Nationality * Danish | |
| Signer/attorney e-mail * sfs@dma.dk | |
| Address * <input type="checkbox"/> The person has a non-Danish address Caspar Brands Plads 9, 4220 Korsør | |
| <input type="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. | |

Cancel Invite to sign

Step 1: Commitment of deletion

The system will send an email to the parties that need to sign digitally. As soon as all parties who are invited 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. The system shows who needs to sign digitally. If you notice one or multiple errors in the entered information, e.g. email address, it is possible to withdraw the invitations, adjust and invite again. This can be done by clicking on the "Withdraw invitations" button

Digital signatures
The assignment awaits digital signature from:
- Thora Nielsen

Cancel Withdraw invitations

Step 1: Commitment of deletion: Withdraw invitations

Reopen the report once everyone has signed digitally.

Notice: If the reporter 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 report can continue as soon as all parties' tasks have been completed.

There are links to the various forms depending on the reason for the deletion of the ship. Click on the link for the desired form and fill it out.

Click on "Upload documentation" and attach the completed form and any other relevant documents.

Deletion of ship

Fill in the form corresponding to your chosen reason for deletion:

- Shipwreck
- Scrapping/Condemnation
- Sale to non-Danish owner

Please note that a report of shipwreck, scrapping/condemnation must be supplemented with additional documentation, see the forms.

When selling to a non-Danish owner, the report must be accompanied by a copy of the ship's document of title as well as a possible Protocol of Delivery and Acceptance.

If power of attorney is used for deletion The Danish Maritime Authority must receive the original documents, which shall be sent to this address:

The Danish Maritime Authority
Att: Skibsregistret
Casper Brands Plads 9
4220 Korsør
Danmark

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

Upload documentation

Upload power of attorney or documentation
All invited parts have signed and you can upload power of attorney and documentation.

Cancel Next

Step 1: Commitment of deletion: 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 1: Commitment of deletion: 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 |
|--------------|---------|--------|
| Document.pdf | 0.03 MB | Remove |

Files ready to be added: 1

OK

Upload documentation Close

Step 1: Commitment of deletion: 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 |
|--------------|---------|
| Document.pdf | 0.03 MB |

Files ready to be added: 1

Upload attached documents

Step 1: Commitment of deletion: 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 |
|--------------------|---------|
| Document.pdf | 0.03 MB |
| Upload is complete | |

[Upload attached documents](#)

Upload power of attorney or documentation
All invited parts have signed and you can upload power of attorney and documentation.

[Cancel](#) [Next](#)

Step 1: Commitment of deletion: Clicking next takes you to the next step

Attach power of attorney

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

Check "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."

Click "Save and verify".

Commitment of deletion

To delete the ship from Digital Ship register, owner(s)/Charterer must be invited to sign the deletion.

Reason for deletion

Scrapping

Owner(s)

| | |
|---------------|-----------------------------|
| Name | Country of residence |
| Thora Nielsen | Danmark |

Nationality *

Danish

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.

Cancel Save and verify

Step 1: Commitment of deletion: Upload documentation

There are links to the various forms depending on the reason for the deletion of the ship. Click on the link for the desired form and fill it out.

Click on "Upload documentation" and attach the completed form and any other relevant documents.

Deletion of ship

Fill in the form corresponding to your chosen reason for deletion:

- Shipwreck
- Scrapping/Condemnation
- Sale to non-Danish owner

Please note that a report of shipwreck, scrapping/condemnation must be supplemented with additional documentation, see the forms.

When selling to a non-Danish owner, the report must be accompanied by a copy of the ship's document of title as well as a possible Protocol of Delivery and Acceptance.

If power of attorney is used for deletion The Danish Maritime Authority must receive the original documents, which shall be sent to this address:

The Danish Maritime Authority
Att: Skibsregistret
Casper Brands Plads 9
4220 Korsør
Danmark

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

Upload documentation

Upload power of attorney or documentation
All invited parts have signed and you can upload power of attorney and documentation.

Cancel Next

Step 1: Commitment of deletion: 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 1: Commitment of deletion: 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 |
|--------------|---------|--------|
| Document.pdf | 0.03 MB | Remove |

Files ready to be added: 1

OK

Upload documentation Close

Step 1: Commitment of deletion: 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 |
|--------------|---------|
| Document.pdf | 0.03 MB |

Files ready to be added: 1

Upload attached documents

Step 1: Commitment of deletion: 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 |
|--------------------|---------|
| Document.pdf | 0.03 MB |
| Upload is complete | |

[Upload attached documents](#)

Upload power of attorney or documentation
All invited parts have signed and you can upload power of attorney and documentation.

[Cancel](#) [Next](#)

Step 1: Commitment of deletion: Clicking next takes you to the next step

Step 2: Registration

On this step, it is possible to verify all reported information before the case is sent for manual case handling by the Ship Register. It is possible to unfold an accordion for the Commitment of deletion.

The screenshot shows a registration form with three steps: 1. Deletion acceptance, 2. Registration, and 3. Certificates. The 'Registration' step is active. The form displays 'Ship identification' details for the ship 'CARLA II' from the port of registry 'KORSØR' with signal letters 'OZGY2'. The build number is '89346289' and the title register time of reporting is '2022-12-08 14:35:31 (UTC+01:00)'. Below this information is an accordion labeled '+ Commitment of deletion' which is currently collapsed.

Step 2: Registration: Accordion that sums up the reported information

It is possible to indicate that the report is interdependent on a separate report and that these must be registered simultaneously.

This screenshot shows the same registration form as above, but with the 'Interdependent reports' section expanded. It contains a checkbox labeled 'I wish to add conditions for the registration to be approved' with a help icon. Below this is a 'Messages' section with an information icon and the text: '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.' There is a text input field for writing a message and an 'Add message' button. At the bottom of the form, there are 'Cancel' and 'Request registration' buttons.

Step 2: Registration: Interdependent reports

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

1 Deletion acceptance 2 Registration 3 Certificates

Ship identification

| | | |
|---------------------------------|--|--------------------------------|
| Name of ship CARLA II | Port of registry KORSØR | Signal letters OZGY2 |
| Build number 89346289 | Title register time of reporting 2022-12-08 14:35:31 (UTC+01:00) | |

+ Commitment of deletion

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 2: Registration: Messages to the Danish Maritime Authority

Click on "Request registration" to send the case for manual case handling by the Danish Ship Register.

1 Deletion acceptance 2 Registration 3 Certificates

Ship identification

| | | |
|---------------------------------|--|--------------------------------|
| Name of ship CARLA II | Port of registry KORSØR | Signal letters OZGY2 |
| Build number 89346289 | Title register time of reporting 2022-12-08 14:35:31 (UTC+01:00) | |

+ Commitment of deletion

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... ⓘ

Step 2: Registration

The report has now been sent for manual case handling at the Danish Ship Register and you can log out and close your window in DSRG 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.

Notice: If the reporter 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 report can continue as soon as all parties' tasks have been completed.

Open the link to the report once the Ship Register has processed the report.



Step 2: Registration

Step 3: Certificates

If the ship is to be registered after this deletion, the ship register number must be used. On this page you can find this number. The ship register number can also be found on the ship's detailed view.

1 Deletion acceptance 2 Registration 3 Certificates

Certificate of Nationality

The ships Certificate of Nationality is no longer valid.

Note, if the ship is to be registered after this deletion the following ship register number must be used: 514982566

[Go back to ships](#)

Certificate of Deletion

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 deletion certificate](#)

CSR Report

Should a CSR Certificate be issued? * ?

Yes No

Step 3: Certificates

Bestil udslettelsessattest

On this step, it is possible to order a deletion certificate for the ship. This is also possible from the detailed view for the ship.

Click on "Order deletion certificate".

1 Deletion acceptance 2 Registration 3 Certificates

Certificate of Nationality

The ships Certificate of Nationality is no longer valid.

Note, if the ship is to be registered after this deletion the following ship register number must be used: 514982566

[Go back to ships](#)

Certificate of Deletion

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 deletion certificate](#)

CSR Report

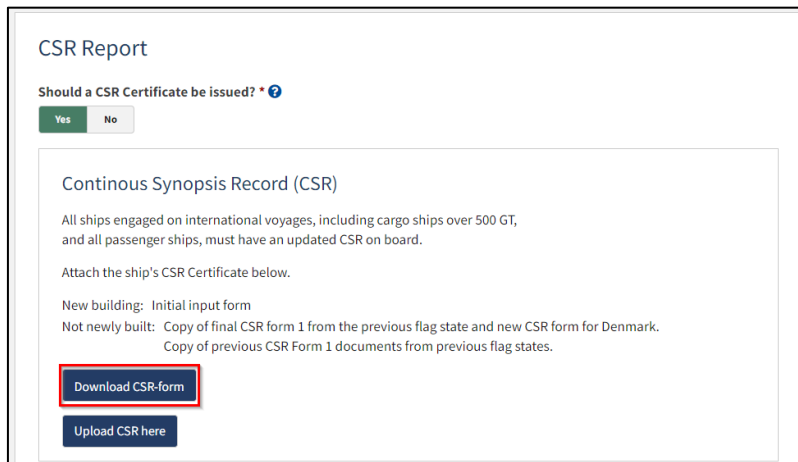
Should a CSR Certificate be issued? * ?

Step 3: Certificates: Order a deletion certificate

Request the issuance of a new CSR certificate

It is possible to request an issuance of a CSR Certificate by selecting "Yes" next to "Should a CSR Certificate be issued?".

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



CSR Report

Should a CSR Certificate be issued? * ?

Yes No

Continous 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.

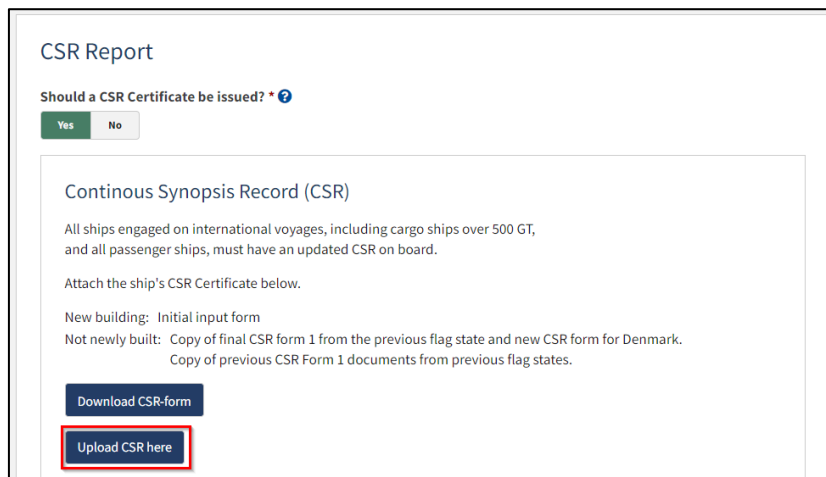
Download CSR-form

Upload CSR here

Step 3: Certificates: Anmod om udstedelse af et nyt CSR-Certifikat

Fill out the form.

Upload documentation by clicking on "Upload CSR here".



CSR Report

Should a CSR Certificate be issued? * ?

Yes No

Continous 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.

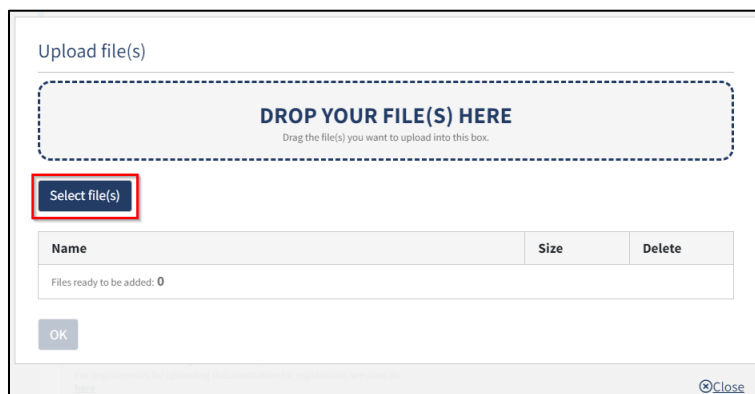
New building: Initial input form
Not newly built: Copy of final CSR form 1 from the previous flag state and new CSR form for Denmark.
Copy of previous CSR Form 1 documents from previous flag states.

Download CSR-form

Upload CSR here

Step 3: Certificates: 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.



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: 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 |
|--------------|---------|--------|
| Document.pdf | 0.03 MB | Remove |

Files ready to be added: 1

OK

Upload documentation Close

Step 3: Certificates: Upload documentation

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

CSR Report

Should a CSR Certificate be issued? * Yes No

Continous 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 |
|--------------|---------|
| Document.pdf | 0.03 MB |

Files ready to be added: 1

Upload attached documents

Step 3: Certificates: Upload documentation

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

Attached documents

| Name | Size |
|--------------|---------|
| Document.pdf | 0.03 MB |

Upload is complete

Upload attached documents

Step 3: Certificates: Upload documentation

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

Click on "Send to manual processing" to send the case for manual case handling by the Danish Ship Register.

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 |
|--------------|---------|
| Document.pdf | 0.03 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 3: Certificates