

GENERAL INFORMATION	
Name of formality	Vessel Registration Certificate
Type of formality	Registration
Date of last modification	31.08.2020
Responsible Authority	Public Work and Transport Department
Who should apply for this formality?	Individuals, legal entities or organizations with water vehicles, which must be: - Lao citizens; - Lao public and private organizations;
Qualifications needed by the business to get the formality	The owner of the vessel must have the following qualifications for the vessel: - An individual, legal entity who intends to apply for the vessel registration - a Lao citizen; - Lao public and private organizations; Must be the vessel of following types: • Passenger ships and international cargo ships of 100 tons or less • Various types of domestic vessels: - Passenger and tourist vessels with a capacity of less than 100 seats; - A cargo ship with carrying capacity of less than 100 tons; - Restaurant raft with a capacity of less than 100 people; - Houseboats - Gravel-sand mining boats and small-scale construction vessels of less than 30 tons.

LEGAL FRAMEWORK			
Name	Number	Date	Comment
Regulations on Vessel Registration	00177/MPWT	04.01.2013	

REQUIRED DOCUMENTS FORMALITIES		
Name	Type	Comment
\$_{SUPPORT_NAME}\$	\$_{SUPPORT_TYPE}\$	\$_{SUPPORT_COMMENT}\$

LIST OF ATTACHED DOCUMENTS FOR FIRST TIME APPLICATION		
Name of document	Type of document	File of document

\${ATTACHMENT_NAME}	\${ATTACHMENT_TYPE}	\${ATTACHMENT_FILE}
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LIST OF ATTACHED DOCUMENTS FOR RENEW APPLICATION		
Name of document	Type of document	File of document
\${ATTACHMENT_NAME_RENEW}	\${ATTACHMENT_TYPE_RENEW}	\${ATTACHMENT_FILE_RENEW}

MEAN OF PRESENTATION		
Means of presentation	At the Authority Offices	
Address of authority	Public Work and Transport Department, Vientiane Capital	
Time it takes to the authorities to process the formality	10	The owner of the vessel shall submit the application for registration of the vessel to the relevant vessel registration authority together with the complete documents and shall proceed as follows: - Examine the application documents for registration of the vessel thoroughly, If the applications is incomplete or incorrect, the authority must inform the vessel owner to make the amendment no later than 7 working days from the date of receipt of the document for the complete amendment;- When the documents are completed, conduct the technical inspection on the vessel's conditions, then notify the owner to fix or improve the condition of the vessel to meet the data stated in documents. When the repair or improvement is complete, notify authorities in charge of the Vessel registration conduct the further inspection. If the condition of the vessel is accurate with the information from the documents, the Vessel Registration Committee will set the vessel number and record the vessel registration. Then issue the Vessel Registration Certificate to the owners no later than 10 days from the date of the inspection of the vessel.

RENEWAL INFORMATION	
Does the formality have a validity or an expiration date?	How long will the formality be valid for? (in months)
YES	12

What is the process and conditions to get the formality?	
What is the process and conditions to renew the formality?	- The certificate is valid for 1 year, after reaching the deadline within 1 year, the operator must make a request letter for the annual technical inspection. Technical inspection committee will inspect the actual condition of the vessel, if the vessel is not in normal condition, it must be modified and repaired as in normal condition; Operators have complied with the above conditions and paid taxes in accordance with the law;

ISSUING FEES				
Has application fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Application fees businesses need to disburse	Total fees businesses need to disburse
YES	0.00	0.00	0.00	0.00
Comments	The fee varies depending on the size of the boat:1. Transport shipsUnder 5 tons: Technical service charge is 20,000 LAK and the fee is 50,000 LAK- 5 tons - 15 tons: technical service charge is 25,000 LAK and the fee is 100,000 LAK- 16 tons - 50 tons: Technical service charge is 30,000 LAK and the fee is 150,000 LAK- 51 tons - 100 tons: technical service charge is 45,000 LAK and the fee is 200,000 LAK2. Passenger boats- 15 seats or less: Technical service charge is 20,000 LAK and the fee is 50,000 LAK- 16-50 seats: Technical service charge is 25,000 LAK and the fee is 100,000 LAK- 51-100 seats: Technical service charge is 30,000 LAK and the fee is 150,000 LAK			
ADDITIONAL ISSUING FEES				
Additional fee names				
NO	0.00	0.00	0.00	0.00
Additional fee comments				

RENEWAL FEES

Has renewal fees?	Service fees businesses need to disburse	Certificate fees businesses need to disburse	Renewal fees businesses need to disburse	Total renewal fees businesses need to disburse
YES	0.00	0.00	0.00	0.00
Comments	The fee varies depending on the size of the boat:1. Transport shipsUnder 5 tons: Technical service charge is 20,000 LAK and the fee is 50,000 LAK- 5 tons - 15 tons: technical service charge is 25,000 LAK and the fee is 100,000 LAK- 16 tons - 50 tons: Technical service charge is 30,000 LAK and the fee is 150,000 LAK- 51 tons - 100 tons: technical service charge is 45,000 LAK and the fee is 200,000 LAK2. Passenger boats- 15 seats or less: Technical service charge is 20,000 LAK and the fee is 50,000 LAK- 16-50 seats: Technical service charge is 25,000 LAK and the fee is 100,000 LAK- 51-100 seats: Technical service charge is 30,000 LAK and the fee is 150,000 LAK			
ADDITIONAL RENEWAL FEES				
Additional renewal fees names				
NO	0.00	0.00	0.00	0.00
Additional renewal fees c omments				