

Application for a Private Pleasure Craft Licence

Change of ownership – Checklist

Individual	<ul style="list-style-type: none"> - National Identity Card or Copy of Passport - Copies of valid Residence Permit/ Occupation permit for Non- citizens
Company (applicable only as per current policy)	<ul style="list-style-type: none"> - Business Registration Card with proposed type of activity and address of enterprise specified and trade name (if applicable) - Certificate of Incorporation - Updated extract of file from the Registrar of Companies, certifying the structure of the company - National Identity card of Directors and Shareholders - In case there is no investment from any non- citizen (among the shareholders), a letter from the Company’s Secretary, certifying same, shall be submitted. - <u>In case a company is among the shareholders</u> - Letter from Company’s Secretary, certifying all the ultimate beneficiaries of the company (name, number of shares and nationality of each shareholder) - <u>In case the Company is listed on the Stock Exchange</u> - Letter from Company’s Secretary, specifying same. - <u>In case investment from non-citizens is involved</u> - Director(s): Copy of valid Occupation Permit as Investor/Professional - Shareholder(s): Copy of valid Occupation Permit as Investor/ Residence Permit - <u>In case any Director or Shareholder does not reside in Mauritius</u> - Letter from Company’s Secretary certifying same
Syndic or Management Company of the Property Development Scheme (PDS) (applicable only as per current policy)	<ul style="list-style-type: none"> - Constitution of Syndic/ Management Company of the PDS - List of members of the Syndic/ Management Company of the PDS specifying their respective nationalities and certified by the Manager/ Chairperson (Gérant) - National Identity card of the Manager/ Chairperson (Gérant)

- a) Valid Certificate of Character of applicant OR of the all director(s) of the Company or Societe/Partnership (whichever applicable)/ Receipt of application for certificate of character along with undertaking form.
- b) Curriculum Vitae (Profile of Applicant/Manager/Chairperson (Gérant) in case of individual/syndic
- c) Clearance Certificate from Mauritius Revenue Authority (MRA) – Please refer to Section 5.0- Note: not applicable in cases of inheritance.
- d) Registered Sale Deed, or Registered Declaration Form as per format or proof of ownership (sworn affidavit, if necessary).
- e) Title deed/lease agreement where craft will be kept or proof of address on the name of applicant.
- f) In case an application is submitted by an Agent/Representative, the identity card of the Agent/ Representative and a letter of authorization are also required.
- g) Documents of Pleasure Craft purchased:
 - Original pleasure craft licence (yellow + grey card)
- h) In case of decease licensee, the following additional documents to be submitted:

- Death certificate
- Sworn affidavit in regard to heirs
- Authorisation letter with signature from heirs to applicant along with their respective National Identity Card/passport

Note:

1. *The Tourism Authority may request any other documents that it deems necessary for processing of the application.*
2. *In case an application is submitted by an Agent/Representative, copy of the National Identity card of the Agent/ Representative and a letter of authorization are also required.*
3. *Applicant to comply with all applicable policies.*

