

## COMMERCIAL VESSEL OPERATOR LICENCE APPLICATION FORM

### What does it entail to get a Commercial Vessel Operator Licence, for the hire or reward of a vessel?

To obtain a Commercial Vessel Operator's Licence, one must be:

- At least 18 years of age;
- Maltese citizen or Citizen of an EU member state.
- Holder of a residential address in Malta or alternatively have a local authorised representative.

#### ➤ **STEPS TO APPLY FOR A COMMERCIAL VESSEL OPERATOR'S LICENCE:**

A Commercial Vessel Certificate is issued in accordance with the Code of Practice, latest edition accessible through the following link:

<https://www.transport.gov.mt/maritime/local-waters/commercial-vessel-operations-111>

#### ➤ **APPLYING FOR A COMMERCIAL VESSEL OPERATOR'S LICENCE:**

- Applications can be obtained from the Authority for Transport in Malta, Commercial Vessels Unit, Ports Commercial, or downloaded from Transport Malta's website thru the following link;  
<https://www.transport.gov.mt/Commercial-Vessels-Operator-Licence.pdf-f6945>
- All craft listed under such Licence must be in possession of a valid Commercial Vessel Certificate issued by the Authority.
- Such licence may be issued to individuals or companies who intend to operate vessels for hire or reward within the Maltese territorial waters up to 12NM.
  - In cases where applicant is an individual the following document must be submitted together with application form:
    - a. *Conduct Certificate from the Commissioner of Police;*
  - If the operator is a Company, the following documents must be submitted together with the application form:
    - a. *A copy of the ID card (back and front) of the authorised person/ legal representative, representing such company.*
    - b. *a copy of the full Memorandum and Articles of Association issued by the Malta Business Registry.*
- Once the above documentation is vetted and found satisfactory, the relative Commercial Vessel Operator's Licence is issued for a period of 1 (one) year. Once licence is issued, the Authority issues an invoice to the respective client giving a time frame of 7 days to effect payment and collect such licence.

#### ➤ **Fees:**

- For a **First-Time** application i.e., New Licence.
  - Together with the annual fee, operator is to pay an initial processing fee which is equivalent to the annual fee.
- For the **Renewal** of a Commercial Vessel Operator's Licence the following procedure is followed.
  - The Authority sends a renewal reminder also including the necessary application form, 2 (two) months prior its' expiry to inform the respective client that the licence is due to expire.
  - Eventually, client submits the completed duly filled in form including any required documentation to the Authority minimum of 1 calendar month – as per Port Notice No 3 of 2019 prior to the expiry date of such licence in order for the Authority to process such renewal.
- Once licence is renewed, the Authority issues a quotation / billing sheet to the respective client giving a time frame of 7 days to effect payment and collect such licence.
- Fees charged for such licences may be viewed on the following link found on Transport Malta's website.  
<https://www.transport.gov.mt/Port-Notice-03-of-2019.pdf-f5019>

**ADDITIONAL LINKS:**

- Code of Practice for the Safety of Commercial Vessels – 14<sup>th</sup> Edition:  
[https://www.transport.gov.mt/14th-edition-of-code-of-practice\\_October\\_2021.pdf-f6917](https://www.transport.gov.mt/14th-edition-of-code-of-practice_October_2021.pdf-f6917)
- Commercial Vessel Regulations S.L. 499.23  
<https://legislation.mt/eli/sl/499.23/eng>
- Authority for Transport in Malta website - Commercial Vessel Operator's License application form (downloadable):  
<https://www.transport.gov.mt/Commercial-Vessel-Certificate-Application-Form.pdf-f6934>