



<ご記入サンプル> 既存船の入級または再入級申請書

REQUEST FOR THE CLASSIFICATION OR RE-CLASSIFICATION OF AN EXISTING SHIP/VESSEL

This request for services is made on the basis that the Client accepts the relevant Rules and Regulations for the Classification of Ships, accepts the terms & conditions on this form and agrees to supply copies of the Main Drawings in advance of surveyor attendance. The Client requests that the following ship/vessel be surveyed for classification.

Ship/Vessel name (or former name if recent change) sample 船名 (最近変更されたのであれば以前の船名)		IMO Number IMO船舶番号
Current classification society 現在の船級 <input type="checkbox"/> Yes – with <input type="checkbox"/> No	Current class notation 現在の船級符号付記	
Is ship / vessel to be double class? <input type="checkbox"/> Yes – with 二重船籍の有無 <input type="checkbox"/> No (有の場合は船級を記載)	Proposed class notation (enter 'LR Equivalent' if not known) 要求されるLR船級符号付記 LR Equivalent (不明の場合は "LR Equivalent" と記入)	
Current flag 現在の船籍国	Proposed flag (これからの) 船籍国	Copies of Main Drawings supplied <input type="checkbox"/> Yes 図面提示の有無 (4ページ参照) 本申請書と併せてお送りください。 <input type="checkbox"/> No – to be supplied prior to attendance or after completion of preliminary questionnaire
Anticipated date of TOC survey commencement 入級検査 開始予定日		
Service Delivery Office undertaking survey 検査を行うLR検査事務所		Client Facing Office coordinating survey コーディネートを行うLR事務所

IF SHIP / VESSEL DOES NOT APPEAR IN THE REGISTER OF SHIPS PLEASE PROVIDE THE INFORMATION REQUESTED ON PAGE 3 OF THIS FORM *もし船舶が現在の登録の中に見つからない場合には、申請書3ページに必要な情報をお書きください。

If the above ship/vessel is currently classed with a full member of IACS, the following statement applies. In accordance with the IACS Transfer of Class Agreement, the Client authorises the current classification society to provide details of the current survey status, including a full list of overdue surveys and recommendations / conditions of class with respective due dates for the subject vessel.

もし船舶が現在IACS正会員の船級を持っている場合には、以下の宣言が適用される。IACSの船級変更協定に従い、現在の船級協会からLRに対し、この船舶に関する全ての期限切れ、未処理のコンディションあるいは勧告を示す検査状況入手する権限を与えます。この手続きは所有権の確認後、直ちに行います。

This approach will be made upon confirmation of ownership.

The Client requests that the following certificates / statements of compliance be issued and documents approved.

LOAD LINE, SOLAS, MARPOL	TONNAGE	OTHER	上記申請に加え、下記の適合証明書/宣言書の発行と文書類の承認を申請します。
<input type="checkbox"/> LOAD LINE <input type="checkbox"/> Multiple <input type="checkbox"/> SAFETY CONSTRUCTION <input type="checkbox"/> SAFETY EQUIPMENT <input type="checkbox"/> SAFETY RADIO <input type="checkbox"/> PASSENGER SAFETY <input type="checkbox"/> ANNEX I (OIL) <input type="checkbox"/> ANNEX II (NLS) <input type="checkbox"/> ANNEX IV (SEWAGE) <input type="checkbox"/> ANNEX V (GARBAGE) <input type="checkbox"/> ANNEX VI (AIR) <input type="checkbox"/> ANNEX VI (Energy Efficiency)	<input type="checkbox"/> INTERNATIONAL <input type="checkbox"/> NATIONAL <input type="checkbox"/> PANAMA CANAL <input type="checkbox"/> SUEZ CANAL	<input type="checkbox"/> HARMONISED CERTS. <input type="checkbox"/> DANGEROUS GOODS <input type="checkbox"/> IMSBC CODE <input type="checkbox"/> IBC CODE <input type="checkbox"/> Chemical Code (OSV) <input type="checkbox"/> IGC CODE <input type="checkbox"/> POLAR CODE <input type="checkbox"/> ANTI FOULING (AFS) <input type="checkbox"/> BALLAST WATER MANAGEMENT (BWMP) <input type="checkbox"/> VECS (Vapour Recovery) <input type="checkbox"/> ShipRight IHM <input type="checkbox"/> Certification of LIFTING APPLIANCES	<input type="checkbox"/> ISM CODE <input type="checkbox"/> ISPS CODE <input type="checkbox"/> MLC 2006 <input type="checkbox"/> SPS (Special Purpose Ships) <input type="checkbox"/> USCG CFR Title 33 <input type="checkbox"/> USCG CFR Title 46 <input type="checkbox"/> OTHERS (please specify)

APPROVALS TO BE CARRIED OUT (* delete as applicable) 承認が必要な文書		
<input type="checkbox"/> SOPEP / SMPEP / P&A * <input type="checkbox"/> SEEMP	<input type="checkbox"/> STRENGTH Global / Local * <input type="checkbox"/> STABILITY Intact / Damage *	<input type="checkbox"/> LOADING Instrument / Manual * <input type="checkbox"/> OTHER (PLEASE SPECIFY)

This contract is between the Client and [Click here to enter Entity...](#) Lloyd's Register Group Limited (hereinafter referred to as LR) and is subject to the following Terms and Conditions:

この契約は、申請者とロイドレジスターグループリミテッド（以下LRと呼ぶ）の間で取り交わされるものであり、以下の契約条項を条件とする。

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1. In these terms and conditions: (i) "Services" means any and all services provided to the vessel(s) as described above or as otherwise requested by any entity that is part of the Lloyd's Register Group, as hereinafter defined, including any classification of the Client's vessel, equipment or machinery; (ii) the "Contract" means this agreement for supply of the Services; (iii) the "LR Group" means LR, its affiliates and subsidiaries, and the officers, directors, employees, representatives and agents of any of them, individually or collectively; and (iv), the "Client" means the legal entity for whom the person accepting these contract terms is acting, its affiliates and subsidiaries and the officers, directors, employees, representatives and agents of any of them, individually or collectively.

2. The Client agrees to pay all Fees for the Services within 30 days of the invoice date (the due date). If the Client disputes an invoice, or part of an invoice, the Client must immediately notify LR in writing.

If no notification is received by the due date, the Client will be deemed to have accepted the invoice in full. Where only part of an invoice is disputed, the undisputed amount must be paid by the due date. Fees do not include any tax, including but not limited to Value Added Tax, Goods and Services Tax, withholding taxes, turnover taxes, surcharges or duties as required by law, and if required, any such tax or duty is chargeable to the Client and payable by the Client in addition to the above referenced fees. The Client shall pay the full Fees as invoiced irrespective of whether the Client is required by law to withhold any taxes or duties from the invoiced amount. LR reserves the right to raise interim invoices for Services provided, calculated on a pro rata basis. LR reserves the right to charge interest accruing on a daily basis at an annual rate of 2% above the greater of the London Interbank Offered Base Rate (LIBOR) (or the equivalent in the country where the Client maintains its principal office) on any amount remaining unpaid beyond the due date, and may withhold any or all Services until the arrears, including interest, are paid in full. LR may at its sole discretion at any time allocate payment received from the Client to satisfy other earlier invoices that remain unpaid by the Client.

3. LR reserves the right to charge for any work that is additional to that originally quoted.

4. LR will keep confidential and not use or disclose to any third party outside the LR Group any data, plan or other written technical information (the Information) received from the Client except as may be required by law or as may be authorised by the Client, or as referenced below. This obligation will not apply to any Information that: (i) was in the LR Group's possession before its disclosure by or on behalf of the Client to the LR Group; or, (ii) is disclosed to a third party through no fault of the LR Group; or, (iii) otherwise becomes available to the LR Group from an independent source not under a confidentiality obligation to the Client; or, (iv) is posted on the LR Group 'Class Direct' website or App; or, (v) is provided to an LR contractor or supplier under confidentiality terms and controls; or, (vi) LR is requested to provide the Information to: (a) a Flag State authority (including the EU Commission representatives); or, (b) another IACS member (pursuant to the IACS early warning rules); or, (c) a subsequent owner of the vessel to help explain any LR Group safety recommendation to that subsequent owner. This obligation will survive termination of the Contract.

5. Notwithstanding the general duty of confidentiality owed by LR, LR will participate in the IACS Early Warning System which requires LR to provide its fellow IACS members with relevant technical

information on serious hull structural and engineering systems failures, as defined in the IACS Early Warning System (but not including any drawings relating to the ship which may be the specific property of another party), to enable such useful information to be shared and utilised to facilitate the proper working of the IACS Early Warning System. LR will provide the Client with written details of such information upon sending the same to IACS Members.

6. The Client shall release indemnify and hold all members of the LR Group harmless from all claims, costs, proceedings, damages and expenses, (including legal and other professional fees and expenses), made against, incurred or paid by any member of the LR Group as a result of or in connection with

- i) any breach by the Client of this contract; or,
- ii) any alleged or actual infringement, whether or not under English law, of any third party's intellectual property rights (including copyright).

7. This Contract continues in force until terminated by LR or the Client, after giving the other party 30 days' written notice.

8. If the Contract is terminated by LR or the Client before the Services under the Contract are completed, LR's fees will be calculated on a pro rata basis up to the date of termination. Any reasonable costs directly attributed to early termination and any amounts then due to LR will immediately become payable.

9. LR's Services do not assess compliance with any standard other than the applicable classification rules, international conventions, or any other standards that are expressly agreed in writing by LR and the Client. Without limiting the generality of the foregoing, the issuance of a class certificate does not relieve the owner or operator of the vessel of its non-delegable duty to maintain the vessel in a seaworthy condition.

10. If the Client requires classification Services relating to vessels, machinery, or equipment in a jurisdiction in which LR itself does not do business, the Client hereby acknowledges and agrees that these services will be performed by a subsidiary or affiliate of LR that is part of the LR Group and that is authorised to conduct classification surveys and issue certificates on the vessel, machinery, or equipment.

11. In providing Services, information, or advice, the LR Group does not warrant the accuracy of any information or advice supplied. Except as set out in these Terms and Conditions, LR will not be liable for any loss, damage, or expense sustained by any person and caused by any act, omission, error, negligence, or strict liability of any of the LR Group or caused by any inaccuracy in any information or advice given in any way by or on behalf of the LR Group even if held to amount to a breach of warranty. Nevertheless, if the Client uses the Services or relies on any information or advice given by or on behalf of the LR Group and as a result suffers loss, damage, or expense that is proved to have been caused by any negligent act, omission, or error of the LR Group or any negligent inaccuracy in information or advice given by or on behalf of the LR Group, then LR will pay compensation to the Client for its proved loss up to but not exceeding the amount of the fee (if any) charged by LR for that particular service, information, or advice.

12. Notwithstanding the previous clause, the LR Group will not be liable for any loss of profit, loss of contract, loss of use, or any indirect or consequential loss, damage, or expense sustained by any

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person caused by any act, omission, or error or caused by any inaccuracy in any information or advice given in any way by or on behalf of the LR Group.

13. No LR Group entity will be liable or responsible in negligence or otherwise to any person not a party to the agreement pursuant to which any certificate, statement, data, or report is issued by an LR Group entity for (i) any information or advice expressly or impliedly given by an LR Group entity (ii) any omission or inaccuracy in any information or advice given, or (iii) any act or omission that caused or contributed to the issuance of any certificate, statement, data, or report containing the information or advice. Nothing in these Terms and Conditions creates rights in favour of any person who is not a party to the Contract with an LR Group entity.

14. No omission or failure to carry out or observe any stipulation, condition or obligation to be performed under the Contract will give rise to any claim against LR or any other LR Group entity, or be deemed to be a breach of contract, if the failure or omission arises from causes beyond that entity's reasonable control.

15. This Contract and any dispute, claim, or litigation between any member of the LR Group and the Client arising from or in connection with it, or the Services provided hereunder, will be governed by English law. Except as provided below, LR and the Client irrevocably agree that the English courts will have exclusive jurisdiction over any dispute or claim arising from or in connection with this Contract or the Services provided hereunder. Nothing in this clause limits the right of LR to take debt collection proceedings against the Client in any other court of competent jurisdiction.

16. No addition, alteration or substitution of these Terms and Conditions will bind LR, or form part of this Contract, unless it is expressly accepted in writing by an authorized LR representative who expressly states in writing that LR is agreeing to alter these Terms and Conditions. In the event of any conflict between these Terms and Conditions and any document purporting to impose different terms, these Terms and Conditions will prevail.

17. The Client has a duty to provide a safe place of work for LR's surveyors. This duty relates to places of work which are under the control of the Client which can include ships, shipyards, offshore platforms, factories, foundries, refineries and offices.

18. Any classed vessel, machinery or equipment must be operated only in a manner consistent with the proposed design criteria and any limits agreed at the time of classification. If any vessel or equipment operates outside these limits, such facts must be reported to LR without delay. When it is found that a specialized ship is being operated in a manner contrary to that agreed at the time of classification, or is being operated in environmental conditions which are more onerous or in areas other than those agreed by the Committee, the class will be liable to be automatically withdrawn or suspended.

19. Any damage, defect, breakdown, or grounding that could invalidate the conditions for which a class has been assigned, must be reported to an LR Group entity without delay.

20. All repairs to hull, equipment and machinery that may be required for a ship to retain class are to be carried out to the satisfaction of LR. When repairs are effected at a port, terminal, or

location where the services of an LR surveyor are not available, the repairs are to be surveyed by one of the LR Group's surveyors at the earliest opportunity thereafter.

21. Plans and particulars of any proposed alterations to the approved scantlings and arrangements of hull, equipment, or machinery are to be submitted for approval, and the alterations are to be carried out to the satisfaction of the LR Group's surveyors.

22. It is the responsibility of the Client to ensure that all surveys necessary for the maintenance of class are carried out at the proper time and in accordance with LR's instructions.

23. LR may give timely notice to the Client about forthcoming surveys. The omission of notice, however, does not absolve the Client from responsibility to comply with requirements for maintenance of class.

24. When the Regulations with regard to surveys on the hull, equipment, or machinery have not been complied with and the ship is thereby not entitled to retain class, the class may be suspended or withdrawn. When it is considered that a Client's failure to comply with these Regulations is sufficiently serious, the suspension or withdrawal of class may be extended to include other ships controlled by the same Client's representatives at the discretion of the Committee.

25. When reported defects in the hull, equipment, or machinery are found and the Client fails to repair these defects in accordance with LR's requirements, the class may be suspended or withdrawn.

26. Where a ship has been detained following a Port State Control inspection on two or more occasions in a two year period, with serious deficiencies found, then the class will be liable to be suspended or withdrawn, at the discretion of the Committee.

27. When a ship has been operated in breach of applicable sanctions' laws LR may withdraw or suspend class.

28. Class may be withheld or, if already granted, may be suspended or withdrawn (or certificate or report may be withheld) if a Client fails to comply with the conditions set forth in Paragraphs 18 through 26 or in the event of non-payment of any fee.

29. The parties shall comply with all applicable laws, statutes and regulations relating to anti-bribery, anti-corruption and personal data protection.

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Name of Client (Registered Owner) and address 申請者名と住所		Name of LR Representative in BLOCK CAPITALS LR代表者名 (全て大文字)		
I have read and I agree for and on behalf of the Client, to the terms & conditions. Signature & Stamp *「私は、この契約条項を読み、申請者に代わってこれに同意します」 申請者署名、捺印欄		Signature LR代表者名		
Name in BLOCK CAPITALS 申請者名 (全て大文字)		Date 申請日 (DD-MM-YYYY)		
Position in Client organisation 申請者の役職名		Position in LR organisation LR代表者役職名		
SHIP / VESSEL INFORMATION REQUIRED				
Ship Type 船のタイプ		Builder / Yard No. 造船所名/船番		Date of Build (dd/mm/yy) 竣工日
Previous Registered Owner (Please attach BILL OF SALE if TOC at Sale/Purchase) <売船による転級の場合> 前の船主名 (BILL OF SALEを添付してください)			Deadweight (tonnes) 載貨重量トン数	Date of Keel-Laying 起工日 (dd/mm/yy)
Material of hull (if not steel) 船体の材料 (鋼鉄船以外 の場合)	Main Hull Drawings provided	Main Machinery Drawings provided	Main Statutory Documents provided	Preliminary Data Questionnaire provided in lieu of drawings <input type="checkbox"/> Yes <input type="checkbox"/> Not applicable
* 同封の図面名称、図面番号を付記してください。				

These guidance notes do not form part of the contract and once Form 2548 is ready for signing, are to be deleted.

(以下のガイダンスは記入時の注意事項です。ご提出時には削除ください)

Guidance Notes for Completing Form 2548

The Form 2548 is to be used for all existing ships (including Special Service Craft and Yachts) for which class entry is contemplated by means of Transfer of Class (TOC) or Acceptance into Class (AIC) processes. The form commits LR Group members contractually to applying Lloyd's Register's classification Rules and Regulations. (Separate forms are available for offshore assets, naval ships, linkspans, submersibles, diving systems and fixed offshore installations).

Before signing the Form 2548, the CFO is to ensure the following:

- that a Risk Evaluation has been completed for ALL ships, using the Risk Evaluation tool;
- that the Risk Evaluation has been submitted to Entry into Class/TOC for approval by the Classification Committee;
- that for TOC of ships/vessels aged 15 years and older, and for ALL ships/vessels subject to AIC, the Pre-Entry into Class Inspection Report has been submitted to Entry into Class/TOC for approval by the Classification Committee unless this requirement was waived by the Committee on review of the above Risk Evaluation;
- that LR can provide all the services requested by the Client (including TSO effort as applicable).
- that copies of the Main Drawings are available and supplied as follows:
 - Hull – General Arrangement, Capacity Plan, Midship Section, Shell Expansion
 - Machinery Arrangement and Shafting Arrangement (as applicable)
 - Statutory – Stability Manual

A full listing of drawings (to comply with IACS requirements) will need to be obtained from the Client as soon as possible after signing the Form 2548. The requirement for advance copies of the above-listed Main Drawings is in order to set up survey reporting in MAST. Should copies not be immediately available, the CFO shall complete a preliminary data questionnaire, a copy of which is to be obtained from Entry into Class/TOC.

Once signed by the Client and CFO responsible persons, a legible copy of the Form 2548 is to be forwarded in all cases to Entry into Class/TOC at Southampton GTC (TOC@lr.org). The original Form 2548 is to be retained in the local LR office.

The following are guidance notes to assist in the completion of Form 2548.

IMO Number – If known, please insert. Otherwise **please clarify with Entry into Class/TOC as to whether an application to IHSMaritime has already been made for the assignment of an IMO number.**

Ship/vessel name – Please enter the current or most recent name. If subject to sale and purchase (S&P), please indicate proposed name on completion of AIC/TOC (see below for additional guidance regarding S&P).

Current classification society – Complete accordingly. 'No' will indicate AIC.

Double class – Complete as applicable.

Current flag – Complete accordingly.

Proposed flag – Complete if Change of Flag planned at the same time as AIC/TOC, otherwise leave blank.

Current class notations – Complete according to the current Certificate of Class issued by the losing society.

Proposed class notations – Complete for AIC cases, otherwise enter 'LR Equivalent'.

Copies of Main Drawings Supplied – Complete accordingly.

Anticipated location of survey and date of commencement – Complete accordingly. Please enter approximate date if survey planning not finalised.

SDO undertaking survey – Complete accordingly.

CFO co-ordinating survey – Complete accordingly.

If there are any problems in completing any of the above fields, the CFO is to contact Entry into Class/TOC as soon as possible.

Statutory Services

For guidance on this section, please refer to Class Direct INFO, notably the relevant Country File for the proposed flag administration. Change of Flag instructions can also be generated from Class Direct INFO.

Where the Client requests certification for a proposed flag which is not a signatory to the appropriate convention/code, the Client should be advised that LR is unable to issue the requested certification. However, LR could issue a 'Statement of Compliance' indicating the degree of compliance the ship has with the appropriate convention/code.

Where the Client requests certification for a proposed flag which is a signatory to the appropriate convention/code, but for which LR is not authorised to undertake the survey, the Client should be advised to contact the proposed flag administration for clarification as to who will undertake the survey and who will issue the requested certification. In these instances, the Client should also be advised that, where no such clarification is obtained, LR could issue a 'Statement of Compliance' indicating the degree of compliance the ship has with the appropriate convention/code. LR should be advised of certificates issued by third parties and request copies. It should be made clear that a 'Statement of Compliance' without reference to government authorisation would be issued in good faith as documentary evidence of compliance, but that LR could not guarantee its acceptance by Port Authorities. Some Port Authorities only recognise certificates which state that they are issued by, or on behalf of, the Flag Administration.

Certificates can also be issued for the International Convention ratified (e.g. SOLAS 1960), with an attachment signifying that the ship complies with a later Convention.

Where the Client requests certification for a ship which is not required to comply with a particular convention/code, the Client should be advised that LR would not normally issue the requested certification. However, LR could issue a 'Statement of Compliance' indicating the degree of compliance the ship has with the appropriate convention/code. If the Client insists on a certificate being issued, the Client should be advised that LR will need to approach the flag administration to obtain authorisation to issue the requested certification. However, before any such approach can be made, the Client should advise LR of any non-compliance for which they require exemptions to be obtained from the flag administration.

Where 'Statements of Compliance' are required, these should be entered under 'OTHERS'.

Approvals to be Carried Out

Selection of any of these boxes plus selection of Tonnage boxes implies the need to involve a Technical Support Office (TSO) to conduct the requested approvals. The engagement of a TSO should be agreed before signing the Form 2548.

Terms and Conditions

Please ensure that you spend sufficient time reading through the terms and conditions before proceeding. Excepting para. 2, there shall be no amendment, nor deletion of any of the clauses.

Whilst completing Form 2548, please ensure that the correct LR legal entity is entered.

Signatures

Signature and Official Stamp of Client, Name in Block Capitals, Position in Client Organisation – All fields are mandatory and it must be clear that the signatory is acting for/on behalf of the Registered Owner. Please ensure the owners name is clear and readable.

Name of LR Representative, Signature, Date, Position in LR Organisation – All fields are mandatory, to be completed by the LR authorised signatory concluding the contract between the Client and the appropriate LR

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legal entity. **Note that the DATE shall not precede the date of the Risk Evaluation nor the date of the Pre-Entry into Class Inspection Report.**

Ship/Vessel Information

Ship/vessel type – Complete accordingly. For oil/chemical tankers, indicate IMO category, e.g. Ship Type 2. For liquefied gas carriers, also indicate category, e.g. Ship Type 2G

Shipbuilder/Yard Number – Please enter the title of the main builder and the Yard Number used to identify the vessel by the main builder.

Date of Build – Please enter in dd/mm/yy format.

Date of Keel-Laying – Please enter in dd/mm/yy format.

Deadweight – Please enter according to active Load Line Certificate

Previous Registered Owner – Please enter if ship/vessel is subject to sale and purchase (S&P) (see below for additional guidance regarding S&P)

Please obtain a copy of the Bill of Sale and send to EIC/TOC together with the Form 2548.

Material Of Hull (if not steel) – Complete accordingly.

Main Hull Drawings provided – Please list, to include GA, Capacity Plan, Midship Section and Shell Expansion as a minimum.

Main Machinery Drawings provided – Please list, to include Machinery Arrangement and Shafting Arrangement as a minimum.

Main Statutory Documents provided – Please list, to include Stability Manual as a minimum.

Preliminary Data Questionnaire provided in lieu of drawings – Complete accordingly – not applicable if copies of the Main Drawings are supplied.

Additional Guidance regarding Sale and Purchase (S&P)

If TOC is planned as part of the ship's Sale and Purchase, it is vital that the CFO obtains the **Bill of Sale** from the Client. This is the only documentation acceptable within the TOC Agreement by IACS Members. If this is not available at the time of signing the Form 2548, please obtain a copy of the Owner's Authorisation form from Entry into Class/TOC which will need to be signed by the current Registered Owner who is selling the ship. Application for TOC through IACS can only be made when either the Bill of Sale or the Owner's Authorisation can be submitted together with the signed Form 2548 contract.

Contract Amendments

If amendments are required to a signed Form 2548, the CFO is to advise Entry into Class/TOC of the necessary additions/amendments as soon as possible.

Alternatively the amended Form 2548 can be annotated by both parties and re-submitted to Entry into Class/TOC.

In all cases of amendments to a signed Form 2548, the responsible LR signatory should ensure that any requirements resulting from such amendments are fully understood and communicated immediately to appropriate parties, such as the relevant SDO and anyone else to whom the previous version had been transmitted.

Where a request for classification is cancelled after a Form 2548 has been signed by the Client, the CFO is to advise Entry into Class/TOC at once.

Revised by Entry into Class/TOC dated July 2020

TOC@lr.org
