



# HAMBANTOTA INTERNATIONAL PORT

## APPLICATION FOR A LICENCE OF SHIP CHANDLING AND REPAIRING

- 1 Name of applicant :- .....
- 2 Whether citizen of Sri Lanka or not :- .....
- 3 Name of the company :- .....
- 4 Name of the directors,  
Proprietors or Partners :- .....
- 5 Whether the share capital is owned wholly or  
in part by Sri Lankans (with details) :- .....
- 6 Registration number of the company :- .....
- 7 Address where the principal office &  
workshop of the owner/partner are situated at  
present :- .....
- 8 Registration number of the Sri Lanka Ship  
Association (Where applicable) :- .....
- 9 Period for which license is required :- From: ..... To: .....
- 10 Nature of repairs the applicant propose to carry  
out (Only for ship repairs) :- .....
- 11 Particulars of letters held from agents of  
shipping line appointing the applicant to  
undertake work on their behalf :- .....
- 12 a) Name/s of agents :- .....
- b) Name of line of vessel :- .....
- c) Nature of work required to be done :- .....
- 13 If the applicant is already in possession of  
license for the preceding year, give the  
following particulars of such license :- .....
- a) Number of the license and the date of issue :- .....
- b) Agents for whom work was undertaken  
during that period and nature of work done :- .....
- 14 Contact details (Tel & Email) :- .....

I/We declare that all particulars furnished by me/us are true and accurate and that I/We am/are aware of the provisions contained in the Sri Lanka Port Authority (ship chandling & repairing) regulation in gazette no – 194/11- 1982 and shall comply with them as well as the QHSE guidelines issued by the Hambantota International Port.

Date:-.....

.....

Signature of Applicant & the stamp

**Office Use Only**

❖ **Approved by QHSE Department:**

.....  
.....  
.....  
.....

Name: - ..... Signature: - .....

Designation: - ..... Date: - .....

❖ **Approved by CEO- HIPS / GM - HIPS**

.....  
.....  
.....

Signature: - .....

Date: - .....

**Important:**

Following documents should be forwarded along with the application for registration.

1. SLPA registration certificate.
2. Companies incorporated in Sri Lanka
  - i. Copy of business registration.
  - ii. Copy of all local authority licenses.
  - iii. Copy of list of Directors (Form 1 / Form 20/ Form 48) and list of shareholders (Form 15).
  - iv. Address of the registered office or of any changes therein (Form 13 / Form 36).
3. Companies incorporated outside Sri Lanka
  - i. Details (1) of the local representative/Agent (if any)
  - ii. The relevant incorporation documents.
  - iii. Company profile.