



本署檔號 OUR REF: MD-CSS-F04-005-02V-001
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8 November 2024

To: Shipowners, Ship Managers and Parties Concerned

Dear Sir/ Madam,

**Application for the “Certificate of Insurance or Other Financial Security
in Respect of Civil Liability for Wreck Removal” (WRC)
Issued by Mainland Authority**

This letter serves as a general reminder regarding the annual renewal of WRC issued by Shenzhen Maritime Administration (Shenzhen MSA) for Hong Kong registered ships. You may refer to [No. 7/2015](#) of the Hong Kong Merchant Shipping Information Note for certification requirements.

2. In view of the anticipated large influx of applications near to the WRC renewal deadline and the forthcoming Lunar New Year holidays in China will be expected to commence from 28 January to 5 February 2025, the following application arrangements will be adopted this year to ensure timely issuance of the WRC and placing the WRC onboard ship by your company:-

Application Date	Expected Collection Date at HKMD Headquarters ¹	Application Document
First Batch		1. Application Form (Annex 2) 2. Certificate of Registry (CoR) 3. Blue Card
On or before 30 November 2024	On or before 31 December 2024	
Second Batch		
From 1 to 31 December 2024	On or before 20 February 2025	
After 31 December 2024	May NOT be ready for collection on or before 20 February 2025	

¹ Alternatively, applicant may opt to collect the certificates at the Shenzhen MSA offices (Address: Administrative Management Department, Room 0205, 2031 Binhe Road, Futian District, Shenzhen) by stating the preference when submitting the application. Please note that subject to further announcement by Shenzhen MSA, the office of Shenzhen MSA will be expected to close from 28 January to 5 February 2025 for the Lunar New Year.

3. Having considered the aforementioned circumstances, it is anticipated that the processing and delivery time of the WRC to ship will exceed 10 working days. Expiry of current WRC before successful renewal is at Shipowners and Ship Managers' own risk. As such, you are encouraged to submit **the application form with supporting documents on or before 31 December 2024** for catching the certificate collection schedule and delivering the WRC to ship on or before 20 February 2025.

4. **Please note that only the applications submitted with all necessary documents will be processed. You are required to ensure accuracy and consistency of the particulars shown on the application form, the 'Blue Card' and the Certificate of Registry (CoR) to avoid delay in processing.**

5. Should you have any enquiry regarding the aforesaid matter, please contact the Cargo Ships Safety Section at:

Tel.: (852) 2852 4510
Fax.: (852) 2545 0556
Email: wrc@mardep.gov.hk

Yours faithfully,

(No signature on website copy)

(R. LIU)
Senior Surveyor of Ship
Cargo Ships Safety Section
Shipping Division
for Director of Marine