



**REPUBLIQUE TOGOLAISE  
DIRECTORATE OF MARITIME AFFAIRS  
INTERNATIONAL SHIP REGISTRY**

DATE: 23/MARCH/2011

REF: 002C/TG/03/11

Dear All,

In our effort to further organize and facilitate all procedures under Togo flag, please note that the attached "**TOGO REQUEST OF SERVICES**" application form is to be completed and submitted along with every new request for any kind of certification or service required under Togo flag.

This form is considered effective immediately.

You, as deputy registrar, are kindly requested to complete, sign & stamp the REQUEST OF SERVICE and send by email, along with the supportive required documents if any.

No any request, as off today, will be processed, unless accompanied by the attached form dully completed as needed.

Only in the case of issuance of STCW permission letter, that this Administration will accept the submission of the attached form after issuance of the provisional permission letter **but within the same day of issuance along with a copy of the issued permission letter**

For any further clarification, please feel free to contact us.

Thank you all in advance for your kind assistance and co-operation,

**FOR THE INTERNATIONAL REGISTRY OF TOGO**

**Vera Medawar  
Registrar of Maritime Affairs**