



NVDCINST 16713
Revised 09/2025

PREFERRED SHIP MORTGAGES AND RELATED INSTRUMENTS INFORMATION

The United States Code pertaining to the filing and recording of mortgages and related instruments is Title 46 USC 313; the applicable regulations are found in Title 46 Code of Federal Regulations, Subparts O, P, and Q, Sections 67.200-245. The U.S. Coast Guard acts principally as a recording agency in regard to mortgages and related instruments; therefore, it is suggested you review the cited references and/or seek private legal counsel for additional information.

There is no government form for a preferred mortgage; however, there is an Optional Application for Filing form, CG-5542. The Form CG-5542 must be attached to a mortgage or related instrument. If the CG-5542 is properly completed, the instrument to which it is attached will be filed and recorded with no further review. The mortgage or related instrument must include the following:

- Signature by or on behalf of the vessel owner(s) and acknowledged by a notary public;
- Addresses of both the mortgagor and mortgagee;
- Must cover the "whole" of the vessel: cite a definite amount;
- Identify the vessel by name, official number, and/or hull number; and
- Filing and recording fee of \$4.00 per page (will be assessed in eStorefront). A page printed on both sides is considered two (2) pages. The per-page fee does not apply to the CG-5542 but does apply to any attachment thereto.
- Fees are non-refundable per 46 CFR 67.500(d).

A mortgage cannot be accepted for filing unless the vessel has a valid Certificate of Documentation or an Application for Initial Issue, Exchange or Replacement, CG-1258, on file at the NVDC.

A recorded copy of the instrument will be returned.

Instructions:

1. Submit your instrument via the eStorefront link at <http://www.uscg.mil/nvdc>.
2. Fillable PDF forms, which can be completed and attached to your eStorefront application, are available at <http://www.uscg.mil/nvdc> >> Instructions and Forms.