



NVDCINST 16713

Revised 06/2026

REQUESTING A DUPLICATE CERTIFICATE OF DOCUMENTATION (COD) DUE TO NON-RECEIPT

Customers have 60 days after issuance to notify NVDC of non-receipt of a COD. To allow for a reasonable time for delivery, do not consider a document lost and request a replacement until at least 30 days after issuance. COD issue dates can be found here:

[USCG PSIX Search Page](#)

Agent requests for duplicate CODs due to non-receipt must be accompanied by a signed statement from the owner with the proclamation: "No COD was received; address used at time of application has been verified and is still valid." The statement must be signed by both the agent and the owner and the agent cannot sign on behalf of the owner. Requests that do not include a signed statement from the owner will be deleted and will not receive a response.

Notifications received after the 60 day period will require customers to apply for a replacement (which incurs a \$50.00 application fee).

Instructions:

1. Submit your request via the eStorefront link at <http://www.uscg.mil/nvdc>.
 - a. In eStorefront, navigate to your Transaction History from the upper right profile name. Transactions eligible for non-receipt reporting have a "Report Issue" button activated.