



Director  
United States Coast Guard  
National Vessel Documentation Center

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NVDCINST 16713

## CERTIFICATE OF DOCUMENTATION APPLICATION FOR RENEWAL

Beginning January 1, 2019, **recreational** Certificate of Documentation (COD) holders may elect to extend the expiration date of renewed CODs for an additional 2-5 years during the implementation period designated as January 1, 2019-December 31, 2021.\*

Beginning January 1, 2022, **recreational** CODs will be issued for a validity period of 5 years.

**Commercial** vessel owners are not eligible for multi-year documents and must continue to follow the current process for requesting/renewing one-year CODs at a cost of \$26.00.

Renewal of your COD can be completed via one of the following methods:

### **1) PAY ONLINE (PREFERRED) COMMERCIAL AND 1 YEAR RENEWAL ONLY**

To avoid delays in renewing, owners are encouraged to do so electronically via the US Treasury's [pay.gov](http://pay.gov) site. Click the [Renewal/Late Renewal](#) link under the 'ORDER PRODUCTS ONLINE' tab on our website. **When paying electronically, separate submission of the CG-1280 is NOT required.**

**NOTE:** CODs renewed more than 60 days prior to expiration will be issued with a new issue/expiration date, shortening the validity period of your current document. CODs renewed 60 days or less from expiration will maintain the same expiration month.

**NOTE:** RENEWAL REQUESTS RECEIVED **UP TO 30 DAYS AFTER THE EXPIRATION DATE** of the COD will be considered 'late' and will require payment of a \$5 late fee in addition to ANY other application fees.

**NOTE:** RENEWAL REQUESTS RECEIVED **31 DAYS AFTER THE EXPIRATION DATE** of the COD will result in the COD being 'expired' and will require [reinstatement](#).

**NOTE:** WHEN RENEWING **VESSEL FLEETS**, THE CG-1280 AND LIST OF VESSELS must be submitted at the same time as the payment. You may not submit separate payments for each vessel in a fleet.

## **2) PAY BY CREDIT CARD, CHECK OR MONEY ORDER**

**Step 1:** Complete CG-1280 Vessel Renewal Notification form mailed to you. Sign, date, indicate capacity of person signing and address change, if applicable OR click the [CG-1280 Renewal of Certificate of Documentation](#) link under the INSTRUCTIONS AND FORMS tab on our website to complete form. Be sure include name, address, vessel name and official number on electronic version.

**Step 2:** Submit Payment

**NOTE:** CODs renewed more than 60 days prior to expiration will be issued with a new issue/expiration date, shortening the validity period of your current document. CODs renewed 60 days or less from expiration will maintain the same expiration month.

**NOTE:** RENEWAL REQUESTS RECEIVED UP TO 30 DAYS AFTER THE EXPIRATION DATE of the COD will be considered 'late' and will require payment of a \$5 late fee in addition to ANY other application fees.

**NOTE:** RENEWAL REQUESTS RECEIVED 31 DAYS AFTER THE EXPIRATION DATE of the COD will result in the cod being 'expired' and will require [reinstatement](#).

**NOTE:** WHEN RENEWING VESSEL FLEETS, THE CG-1280 AND LIST OF VESSELS must be submitted at the same time as the payment. You may not submit separate payments for each vessel in a fleet.

Pay by credit card using [CG-7042 Authorization for Credit Card Transactions](#). Annotate additional fees paid for optional years 2-5 in block marked 'Other' and amount paid.\*

Pay by check or Money Order made payable to the **U.S. Coast Guard**. Annotate Official Number and number of years paid for in memo line.\*

**Step 3:** Mail completed form and payment to:  
U.S. Coast Guard  
PO Box 1119  
Falling Waters, WV 25419-1119

### **\*Recreational Renewal Fees:**

One Year Expiration (minimum/required).....	\$26.00
Two Year Expiration .....	\$52.00
Three Year Expiration.....	\$78.00
Four Year Expiration.....	\$104.00
Five Year Expiration.....	\$130.00

*Please note, application fees, which include renewals, are non-refundable as per 46 CFR 67.500(d).*