



NVDCINST 16713/1-4

## REQUIREMENTS FOR INSTRUMENTS EVIDENCING SATISFACTION OR RELEASE

To be filed and recorded in accordance with 46 CFR, Part 67, Subpart S (67.265), a Release or Satisfaction must:

- Recite the:
  - Name and official number of the vessel
  - Name of each mortgagor, if any
  - Name of each mortgagee or claimant and
  - The total amount of the mortgage or claim of lien
- Include information which clearly identifies the mortgage or claim of lien being released; such information normally consists of the book/batch and page/ID, where mortgage or claim was recorded.

**Failure to provide the Coast Guard with an acknowledged certificate of discharge of the indebtedness on full and final discharge of the indebtedness under a recorded mortgage may subject the mortgagee to a civil penalty of not more than \$10,000 (46 U.S.C. 31309/31321(f)).**

- Be signed by or on behalf of each mortgagee, if a mortgage, or each claimant, if a notice of claim of lien, and include legal capacity in which signed, if any (e.g. Corporate Officer, Trustee, Executor).

NOTE: If the mortgagee has changed names OR been taken over OR merged into or with another bank, include that information on the instrument. Phrases such as "formerly known as", "now known as", or "successor in interest" may be suitable.

- Bear a date of execution
- Contain an acknowledgment by a notary public

### **Instructions:**

- 1) Submit an original or a copy. Do not submit in duplicate. A copy of the instrument will be returned. Copies made on anything other than plain paper will be rejected.
- 2) There is no fee for recording a Satisfaction or Release Instrument.
- 3) Documents may be mailed or faxed to the NVDC using the information above, or sent via e-mail to: [NVDC.PDF.FILING@uscg.mil](mailto:NVDC.PDF.FILING@uscg.mil)