

National Association of State Boating Law Administrators

Model Procedures for:

Replacing Vessel Hull Identification Numbers

Assigning Vessel Hull Identification Numbers

Adopted October 10, 2001

PROCEDURES FOR REPLACEMENT OF VESSEL HULL IDENTIFICATION NUMBERS

The following procedure is intended as a model to assist states in developing a program to **replace** hull identification number for a vessel upon request by an investigating law enforcement agency.

A vessel shall not be operated on the state's waters unless the vessel displays the assigned hull identification number affixed by the manufacturer as required by the United States Coast Guard, pursuant to Title 33 CFR, Part 181, Subpart C — manufacturer requirements.

If the hull identification number required above does not exist or has been altered, removed, defaced or the identity of the vessel cannot be determined, the vessel may be seized as contraband property by a law enforcement agency to investigate and determine the vessel's status.

REQUIREMENT

Contents of written request for a hull identification decal(s):

- The request form should contain: the vessel description; the owner's/finder's name and address; the reason the vessel is in possession of law enforcement and the agency's name and address; case number; authorized signature and telephone number; if the vessel has been ordered towed as abandoned and its present location; if the agency is holding for evidence and when it will be released. (See sample, attachment A).
- The issuing authority may issue:
 1. a state assigned hull identification number with hull identification decals or;
 2. hull identification decals with the true hull identification number for the vessel as determined by law enforcement.
- The hull identification decals should be forwarded to the requesting agency along with a HIN decal receipt form. A completed HIN decal receipt form must include a statement that the decals were received and affixed to the vessel by the issuing authority in compliance with specific state statutes. A copy should be given to the person receiving the vessel along with the necessary instructions on how to apply for title/registration. The issuing authority should retain a copy and forward the original to the agency issuing the hull identification number and decals. (See sample of receipt form, attachment B).

Attachment A
VESSEL HULL IDENTIFICATION NUMBER

Date requested: _____

The following described property was investigated and/or seized by the requesting agency because the required vessel hull identification number has been:

altered or removed

The property: has been has not been - identified and is described as:

VESSEL

Make: _____ Length: _____ Model Year: _____

Registration Number: _____ HIN: _____ Color: _____

OUTBOARD MOTOR

Make: _____ HP: _____ Model Year: _____

Serial Number: _____

Owner's/Finder's Name: _____

Address: _____

Insurance Company: _____ Policy Number: _____

Theft Reported to: _____ Date of Theft: _____

The agency is holding for evidence and will be released: _____

The investigation has been completed and the property will be returned to the owner.

If the vessel has been ordered towed as abandoned and is presently located at:

The property has been declared abandoned or as "lost property" and the above finder is claiming the property.

The requesting agency has vested interest as "unclaimed evidence."

The property has been forfeited to the requesting agency and will be used or sold at public auction.

Agency Name: _____ Case Number: _____

Address: _____

Authorized Signature: _____ Phone: _____

Issuing Agency Use Only

Date Decals Assigned: _____

Assigned Number: _____

Attachment B

**VESSEL HULL IDENTIFICATION NUMBER
DECAL RECEIPT**

The attached decals were received and affixed to the below described vessel by the undersigned agency in compliance with *(State Statute Number)*. The decals replace the manufacturer's identifying hull identification number which had been altered or removed. This receipt has been or will be given to the person to whom the vessel was sold or released.

IMPORTANT NOTICE TO VESSEL OWNER

IT IS VERY IMPORTANT THAT YOU TAKE A COPY OF THIS FORM WITH YOU WHEN MAKING APPLICATION FOR A VESSEL CERTIFICATE OF TITLE. MOST IMPORTANTLY, THE HULL IDENTIFICATION NUMBER SHOWN BELOW WHICH WAS ASSIGNED TO THIS VESSEL SHOULD BE SHOWN ON THE APPLICATION FOR TITLE.

Signature of Agency Representative
Certifying Above Statement

Agency Name

Address

City State Zip

Case Number

Decal Number

Issuing Authority

Date of Issue

Description of Vessel

Make: _____ Model Year: _____

HIN: _____ Registration Number: _____

Location of hidden HIN: _____

PROCEDURES FOR ISSUANCE OF STATE ASSIGNED HULL IDENTIFICATION NUMBERS

The following procedures are intended as a model to assist states in developing a program to issue state assigned hull identification numbers.

State assigned hull identification numbers are authorized to be issued pursuant to 33 CFR, 181 Subpart C, Sections 181.21 through 181.35 effective August 1, 1984. 181.31(c) authorizes the State Boating Law Administrator, or the state may delegate this authority, to issue HINs to "homemade" vessels, pursuant to 181.23(b). This requires two identical hull numbers which meet the requirements of this part. The manufacturer identification code assigned by the Coast Guard to the states is each state's two letter designation pursuant to 33 CFR, Part 173.3(b), the issuing authority for vessel numbering and appendix A to Part 173, followed by the letter "Z". (Example CFZ for California or FLZ for Florida). Characters 4 through 8 must be a serial number determined by the state and may include numbers or letters except the letters "I", "O" and "Q".

Character 9 should be a letter for the month issued beginning with A for January, B for February through L for December. Character 10 will be the last number of the year issued and characters 11 and 12 will be the last two numbers for the model year of the vessel. (Example: issued November of 1997 = K797 or August 2000 would be H000). Zeros should not be used to indicate an unknown year! The year issued should be used!

33 CFR 181.29 requires two identical HINS! The primary number, visible, usually on the starboard transom within two inches of the top, and a duplicate number in an unexposed location on the interior of the vessel. Also, each HIN must be carved, burned, stamped, embossed, molded, bonded or otherwise permanently affixed so that alteration, removal or replacement would be obvious.

Requirement

All state assigned (XXZ) HINs will be issued as follows:

- A. Ensure the vessel's legitimacy pursuant to other guidelines and directions. All vessels without HINs are to be inspected.
 1. Except as provided in subsection 2, each applicant for a certificate of ownership must submit one of the following documents to the vessel agent or to the agency as evidence of proof of ownership:
 - A) The original bill of sale from the dealer and subsequent bills of sale from all owners of the vessel up to the present owner.
 - B) The previous owner's certificate of ownership for the vessel.
 - C) If the vessel is homemade, a sworn statement attesting to the identity of the builder, the location or place of construction, the source of the material used for construction and a description of the vessel. The statement must also be accompanied by any receipts received for the purchase or acquisition of the materials used in the construction of the vessel and a copy of the

construction
plans, if any.

D) If the vessel has been rebuilt, a sworn statement attesting to the identity of the rebuildler, the location or place of rebuilding, the source of the material used for rebuilding and a description of the vessel. The statement must also be accompanied by:

- 1) Any receipts received for the purchase or acquisition of the materials used in the rebuilding of the vessel; and
- 2) Documentation indicating the source of the original hull and proof of ownership from the previous owner.

1. If neither of the documents listed in paragraphs (A) or (B) of subsection 1 is available, the applicant must submit an affidavit of ownership or attach to his application a completed Statement of Fact.
2. Before a vessel which was originally manufactured on or after January 1, 1972, is rebuilt, the owner of the vessel shall:

A) Cause the vessel to be inspected by the agency to determine the hull identification number; or

B) Provide such other proof of ownership as the agency may require.

- B. Determine that an XXZ number needs to be assigned. The "A" decal will be the primary visible number. The "B" decal will be the unexposed interior number.
- C. Record the XXZ on the application forms and on the customer form. Verbally advise the customer that it is required that he permanently attach this number on the starboard stern immediately above the placement of this "A" decal.
- D. Print the assigned HIN on both "A" and "B" decals.
- E. Before the customer leaves, the designated representative of the issuing authority must go to the vessel and personally affix the "A" decal to the outside starboard stern of the vessel no more than two inches below where the registered owner is required to permanently affix the "at least 1/4 inch in height" HIN. Explain this to the customer.
- F. The designated representative of the issuing authority will then affix the "B" decal to an unexposed portion of the vessel's interior, or beneath a fitting or item of hardware.
- G. Once the decals have been affixed, the designated representative of the issuing authority should make a notation on the application form near the HIN number, stating the location of the hidden "B" decal.

Customer Form

The registered owner of a vessel for which the hull identification number has been assigned shall carve, burn, stamp, emboss, or otherwise permanently affix the assigned hull identification number to the starboard outboard side of the transom within two inches of the top of the transom, gunwale, or hull/deck joint, whichever is lowest. On vessels without transoms or on vessels on which it would be impractical to use the transom, to the starboard outboard side of the hull, aft, within one foot of the stern and within two inches of the top of the hull side, gunwale or hull/deck joint, whichever is lowest, but above the waterline of the vessel in such a way that alteration, removal or replacement would be obvious and evident. The number must be at least one-quarter inch in height.

The assigned hull identification number for your vessel is XXZ _____. This number **DOES NOT** go on the forward half of the vessel. We will place two decals which contain this number on your vessel. It is unlawful to remove, alter or deface these decals or display such a decal on any vessel other than the one for which the hull identification number was assigned.