

## Notice of Arrival

This form should be submitted 5 days prior to arrival of vessel but no later than 15:00 hours on day prior to arrival.

To: Shipping Scheduler  
Darwin Harbour Control

Ph: 08 8919 0870  
Ph: 08 8919 0821

Email: [shipping@darwinport.com.au](mailto:shipping@darwinport.com.au)  
Email: [harbourcontrol@darwinport.com.au](mailto:harbourcontrol@darwinport.com.au)

### Applicant to complete

#### Item 1: Vessel Details

Vessel Name: \_\_\_\_\_ IMO #: \_\_\_\_\_ Call Sign: \_\_\_\_\_ GRT: \_\_\_\_\_ LOA: \_\_\_\_\_ Beam: \_\_\_\_\_

Vessel Agent: \_\_\_\_\_ Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Vessel Defect: \_\_\_\_\_

#### Item 2: Visit Information

Last Port: \_\_\_\_\_ Next Port: \_\_\_\_\_ Voyage No: \_\_\_\_\_

ARR ETA: \_\_\_\_\_ ARR Draft: FWD \_\_\_\_\_ AFT \_\_\_\_\_ AIR \_\_\_\_\_ Tugs: \_\_\_\_\_

DEP ETD: \_\_\_\_\_ DEP Draft: FWD \_\_\_\_\_ AFT \_\_\_\_\_ AIR \_\_\_\_\_ Tugs: \_\_\_\_\_

Preferred Bth: \_\_\_\_\_

Berthing Preference: \_\_\_\_\_

Is the vessel PILOT EXEMPT? ☐ Name of the Master: \_\_\_\_\_

P&I & Hull ☐

Current Security Level: \_\_\_\_\_ No. of CREW: \_\_\_\_\_

CREW list provided? ☐

**PLEASE NOTE: CREW LIST MUST BE SUBMITTED TO THE FOLLOWING EMAIL ADDRESS:**

DP Security Email: [security@darwinport.com.au](mailto:security@darwinport.com.au)

#### Item 3: Cargo / Stevedoring / Port Service Details

Type of Cargo: Discharged: \_\_\_\_\_ Load: \_\_\_\_\_

Dangerous / Hazardous Goods Onboard? ☐ If Yes email manifest to: [dangerousgoods@darwinport.com.au](mailto:dangerousgoods@darwinport.com.au)

Stevedore: \_\_\_\_\_ Moorers (Time): \_\_\_\_\_

DO YOU REQUIRE: -

GANGWAYS? ☐ CRANE HIRE? ☐ FORKLIFT HIRE? ☐ STORES? ☐ WATER? ☐ SS POWER? ☐

CATTLE RACE? ☐ SECURITY? ☐

BUNKERS? ☐ Type: \_\_\_\_\_ QUARANTINE GARBAGE? ☐ Type: \_\_\_\_\_ # of Bins: \_\_\_\_\_

CARGO STORAGE? ☐

HOT WORK? ☐ Time: \_\_\_\_\_ IMMOBILISE ENGINE? ☐ Time: \_\_\_\_\_

#### Item 4: Applicant and Billing Information

Purchase Order Number: \_\_\_\_\_

FULL NAME OF APPLICANT WHO WILL ACCEPT VESSEL CHARGES? (Pilotage, berthage etc.) \_\_\_\_\_

FULL NAME OF APPLICANT WHO WILL ACCEPT WHARFAGE CHARGES? (Cargo etc.) \_\_\_\_\_

FULL NAME OF APPLICANT WHO WILL ACCEPT STORAGE CHARGES? (Shed & Hardstand etc.) \_\_\_\_\_

**All applicants accepting charges have a valid Darwin Port debtor account. If not, please contact [finance@darwinport.com.au](mailto:finance@darwinport.com.au) prior to submitting Notice of Arrival.**

Item 5: Remarks

Item 6: Terms and Conditions
<p>This Notice of Arrival is issued subject to the Darwin Port Access Policy and access to and use of the requested Services, Facilities and associated common user areas is subject to the Standard Services Terms and Conditions available on the Darwin Port website. In submitting such Access Application, the applicant(s) agree to submit to arbitration all disputes arising under the Access Policy in relation to the request for access.</p> <p>Words defined in these terms and conditions have the same meaning as in the Access Policy. Each of the applicants listed above and/or the Vessel Agent will be considered to be an applicant for the purposes of the Access Policy. In consideration of Darwin Port granting access to the requested Services, Facilities and associated common user areas, each applicant agrees to pay all Fees applicable to the access in accordance with the Payment Terms and Conditions available on the Darwin Port website. Where an Access Application has not been submitted in accordance with the Access Policy, this Notice of Arrival will be taken to be an Access Application under the Access Policy and Darwin Port will review this Notice of Arrival to determine if access is Feasible and if the Prudential Requirements are satisfied.</p> <p>The applicant(s) may be required to provide additional information before access can be granted. Where the applicant(s) detailed above are different to the Vessel Agent, the Vessel Agent warrants and represents to Darwin Port that it is submitting this Notice of Arrival in its capacity as agent for the above applicant(s) and that it is fully authorised by such applicant(s) to enter into, and bind the applicant(s), to the agreement contemplated by this Notice of Arrival. If requested by Darwin Port. the Vessel Agent must provide evidence of its appointment as agent.</p> <p>Signed for and on behalf of the applicant(s) by the authorised Vessel Agent: _____ Date: _____</p>

Darwin Port USE ONLY	
Date Received:	Notes:
Reviewed By:	
Reviewed Date/Time:	
Rotation Number:	
Internal Ref:	