

Where a User has a Klein account, a Notice of Arrival should be completed and submitted through Klein. This form should only be completed by those Users who do not have, and are unable to set up, a Klein account.

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
Email: 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 NO LATER THAN 12 HOURS PRIOR TO ARRIVAL:
 DP Security Email: 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
 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 prior to submitting Notice of Arrival.

Item 5: Remarks

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Item 6: Terms and Conditions

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.

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.

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.

Signed for and on behalf of the applicant(s) by the authorised Vessel Agent: _____ Date: _____

Darwin Port USE ONLY

Date Received:		Notes:
Reviewed By:		
Reviewed Date/Time:		
Rotation Number:		
Internal Ref:		