



Port code

Port name

Arrival

Ship's name

LOA

Voyage number

Please choose from the following:

Is a Pilot required?

Do you have a Pilot exempt certificate?

Please complete Exempt Master and Exempt Master's name below

IMO number

Exempt Master

Exempt Master's name

Invoicing body

Agency

Agent

Contact

Reason for visit

Ship's defects

ISPS Code - security level

ISSC number provided to ACS

Last port

Next port

Berth code

Direction

Pilot on arrival

Pilot Boarding Ground

Date

Time

Pilot to board:

ETA berth:

Date

Time

Date

Time

Tug(s) request number

Thrusters: Bow

Stern

Dual

Tug company

Draft Fwd

Draft Aft

Air Draft

Linesmen request:

Company name

Launch request number

Company name

Dangerous Goods: Yes No

Tanker NGF: Tanker GF:

Departure

ETD:
 Berth code Direction Date Time

Please choose from the following:

Is a Pilot required?

Do you have a Pilot exempt certificate? Please complete Exempt Master and Exempt Master's name below

Exempt Master Exempt Master's name

Tug(s) request number Tug company

Draft Fwd Draft Aft Air Draft

Launch request number Company name

Dangerous Goods: Yes No

Tanker NGF: Tanker GF:

Permit(s)

	Date/Time from:	Date/Time to:
Hot work:	/ /	/ /
Immobilise:	/ /	/ /
Overside work:	/ /	/ /
Boat drills:	/ /	/ /
Tank wash:	/ /	/ /
Engine trials:	/ /	/ /
Bulk liquid transfer:	/ /	/ /

Agent only checklist:

VTIS A1 VTIS A2 VTIS A3 GF Certificate

Agent's signature