



Complete this application for berth hire concession and submit via email to berthconcession@portofmelbourne.com

Agent name		Berth occupied	
Ship name		Visit number	
Berth arrival – date		Berth arrival – time 24 hours	

Complete the following section for Maribyrnong No. 1 and Holden Dock lay-up concessions

	From		To		Duration requested
	Date	Time (24 hour)	Date	Time (24 hour)	Time (24 hour)
Berth occupancy before cargo operations					
Berth occupancy after cargo operations					
Total lay-up hours					
* Notification for lay-up use before handling cargo must be made directly to Port of Melbourne by email (berthconcession@portofmelbourne.com) before the arrival of the vessel.					

Complete the following section for 'No charge due to river traffic / movements'

	Date	Time	Date	Time	Time
Delay in departure due to river traffic / movement					
Early berthing required due to river traffic / movement					
Total hours claimed					
**Cargo operations – start	Date			Time (24 hour)	
**Cargo operations – finish	Date			Time (24 hour)	
**Cargo operations will include operational meetings, inspections, sampling, testing, cargo transfer, shipboard operations and government agency checks. Fraudulent entry of concession times will result in the cancellation of entitlement to allowances.					

Declaration

I declare the times and information supplied to be true, and that verification of times may be required.

Executed for and on behalf of the Agent / Stevedore, and with the authority of the Company.	Company Name		Name	
			Date	
For Port of Melbourne use:	Safety	Approved	Yes	No
	Movement	Approved	Yes	No