



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 is defined as the time taken for actual cargo transfer only, at all applicable lay-up berths (excluding Maribyrnong No. 1 and Holden Dock. 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