

**Please instruct Master to**

- To give ETA 72/48/24/12 hours before arrival Limassol anchorage
- To contract Limassol Traffic Control (VHF CH 09) 12 miles before arrival declare reason calling and verify anchoring position with Traffic Control.

1. Master to send to our office 72 hrs or 48 hrs and not less than 24 hrs prior arrival the following

- Pre arrival Notification in accordance to E.U. template excel format standards
- Crew & Passenger List in accordance to E.U. template excel format standards
- Ship Stores List in accordance to E.U. template excel format standards
- HAZMAD declaration form in accordance to E.U. template excel format standards
- Cargo Manifest
- International Tonnage Certificate (PDF format)
- Certificate of Registry (PDF format)
- International Ship Security Certificate (PDF format)
- Bunkers Convention Certificate (ships greater than 1,000GT) (PDF format)
- 1992 CLC Certificate (Certificate of Insurance or Other Financial Security in respect of Civil Liability for Oil Pollution Damage) (for ships carrying more than 2,000 tons of oil in bulk as cargo) (PDF format)
- Wreck Removal Certificate (ships greater than 300GT) (PDF format)
- Certificate of Entry or Insurance Certificate (PDF format)
- International Sewage Pollution Prevention Certificate (PDF format)
- Ship Sanitation Control exemption certificate (PDF format)
- International Ballast Water Management Certificate (PDF format)
- Ship particulars
- Waste declaration
- Maritime Declaration of Health
- Embarkation date of Master, passport and seaman's book number
- Athens Passenger Liability Certificate (for ships certifying in carrying more than 12 passengers) (PDF format)

2. Vessel subject at an expanded inspection need 72 hrs notice of arrival

All ships with a high-risk profile and any passenger ship, oil tanker, gas or chemical tanker or bulk carrier older than 12 years of age:

- Ship identification (name, call sign, IMO or MMSI number and flag)
- Planned duration of the call (ETA/ETD)

For tankers:

- Hull configuration: single hull, single hull with segregated ballast tanks, double hull
- Condition of the cargo and ballast tanks: Full, Empty, Inerted
- Volume and type of cargo
- Planned operations at the port or anchorage of destination (loading, unloading, other)
- Planned statutory survey inspections and substantial maintenance and repair work to be carried out whilst in the port of destination.
- Date of the last expanded inspection in the Paris MOU region.

3. Regulations / Information

- In accordance with **Customs regulations for Tax & Duty Free bunkers**, all vessels can stay at anchorage for 24 hrs. only. In case that a vessel requires to stay more than 24hrs at Limassol port/anchorage area, then the bunkers can be supplied in the last 24hrs prior departure.
- Vessels cannot be supplied with bunkers at the first local port and then call another local port.
- The Master of the vessel should not previously called occupied (closed) ports of Cyprus
- Once vessels are anchored and during their stay at Limassol port/anchorage area, their Main & Auxiliary Engines and Boilers have to burn either M.G.O **0.1%S** or VLSFO **0.1%S**. The needed time for the changeover is up to Master's responsibility.
- In case Client / Master fails to provide us all necessary documents and info, any delays or penalties **will be out of our responsibility** and expenses will be added to D/A.

4. Agency Function Contact Details

E-mail: agency.cy@islandenergies.com

Fax: 00357 25745466 (72, 48, 24, hours Pre-Arrival)

Tel: +357 25 889 000

Head of Agency Cyprus – Mr. Kyriakos Koutis Mob. Number: +357 99 624 436

Agency Supervisor – Mr. Panicos Charalambous Mob. Number: +357 99 565 169

"Limassol Calling Instruction (AG-01)" – available at:

<https://islandenergies.com/our-services/ship-agency/>

"Ship pre-arrival forms" available at:

<https://islandenergies.com/our-services/ship-agency/>