**Application form | Exceeding berth dimensions**

Use this application form to request permission from the Harbour Coordination Centre (HCC) for vessel mooring that exceeds the maximum berth dimension(s). To ensure your application is considered, please complete this form as fully as possible, and send it as a Word document by email to the HCC at hcc@portofrotterdam.com.

The HCC will then indicate on the second part of this form whether the requested permission will be granted. Additional conditions may be imposed. Please read this information carefully and share it with the captain(s) of the vessel(s) concerned.
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**To be completed by the representative of the agency, vessel and/or shore company**

 **1) Applicant details**

* Name: Click or tap to enter text.
* Telephone number: Click or tap to enter text.
* Employed by: Click or tap to enter text.

 **2) Berth details**

* Request to exceed berth dimensions relates to: Select an item.
* Berth and port number (+ any bollard numbers): Click or tap to enter text.
* Total distance (‘largest’ combination of vessel(s) + any fendering): Click or tap to enter text. metres
* Expected time-scale of berth dimensions to be exceeded: from Click or tap to enter a date. to Click or tap to enter a date.

 **3) Reason berth dimensions to be exceeded + details of vessel(s)**

Reason 1

[ ]  The vessel in question has a length and/or width greater than the specified berth dimensions. The application thus relates to a single vessel:

* Vessel name + IMO number: Click or tap to enter text.

Reason 2

[ ]  The vessel in question intends to moor other vessels, cranes, pontoons and/or other objects alongside. As a result, the berth dimensions will be exceeded. Note: it is not necessary to submit an application form when width dimensions are exceeded during bunkering.

* Name of ‘innermost’ vessel + IMO number (this is the vessel alongside which the other vessels/objects are mooring): Click or tap to enter text.
* The activities below are part of the request to exceed berth dimensions:

[ ]  Ship to ship handling

[ ]  Other, namely: Click or tap to enter text.

* The vessel type(s) listed below is/are part of the request to exceed berth dimensions:

[ ]  Sea-going vessel(s)

* + Name of vessel(s) + IMO number(s): Click or tap to enter text.

[ ]  Inland vessel(s)

[ ]  Floating crane(s)

[ ]  Pontoon(s)

[ ]  Other, namely: Click or tap to enter text.

 **4) Standard conditions for permission**

[ ]  I, the applicant, agree to the conditions below:

* To guarantee passage to the surrounding (shore) companies, I agree to be liable for all costs to be incurred owing to berth dimensions being exceeded.
* I agree to cooperate fully if shifting is deemed necessary to guarantee passage.
* From the moment permission has been withdrawn by the HCC, the captain or skipper must ensure that the established maximum permitted width is restored within a maximum time-scale of 2 hours, or by a time to be specified by the HCC.
* If accessibility of surrounding (shore) companies is reduced, owing to the expectation that berth dimensions will be exceeded:

[ ]  The following shore companies have been informed in advance by or on behalf of me (the applicant), and have also agreed to limited accessibility: Click or tap to enter text.

 **5) Other comments and/or particulars**

Click or tap to enter text. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To be completed by the HCC**

 **1) Review of application**

* Review of application: Select an item.
* Date: Click or tap to enter a date.
* Duty Officer: Click or tap to enter text.

 **2) Additional conditions**

Click or tap to enter text.

 **3) Explanation**

Click or tap to enter text.