



26 July 2023

Norfolk LCT – Brisbane Packing and Receptions

Dear Valued Customers,

Please see below reception information on the MV Norfolk ex Brisbane.

Vessel Name: MV Norfolk

Voyage Number: v003E

Brisbane: 17 August

Norfolk: 24 August

General Cargo and Vehicle Reception Date's: 17 July – 4 August Cargo Transport Systems

Reefer Cargo Reception Date's TBA

Dangerous Goods Reception Date's: Will be advised at time of booking.

Timber Reception date: Tentative BBK Reception date at AAT Wharf is the 10-11 August and 14 August.

Address:

3 Viola Place Brisbane Airport Qld 4008

General and Reefer Bookings

All cargo must be booked with **Neptune Pacific Agency Australia** prior to shipment, no cargo will be accepted at depot without booking confirmation.

Email: au.cs@npdlship.com

Phone: +61 2 9235 2999

Out of Gauge Bookings

All cargo bookings that are over 3 tonne and exceed max height of 1.1m will be assessed on a case-by-case basis. For all enquiries, please contact

Email: Michelle.Cyster@npdlship.com

Shippers Letter of Instruction

When making a cargo booking you will be required to provide the following information

- Shipper Name & Address - **including Contact person, phone & email address**
- Consignee Name & Address - **including Contact person, phone & email address**
- Number & Type of Packages
- Description of the Goods
- Details of any Hazardous Cargo
- Cargo Weight
- Cargo Dimensions or Volume (including the pallet/skid)

AUS Customs Export Entry

All cargo being shipped to Norfolk Island requires approval of the Australian Customs Service (EDN – Export Declaration Number).

Cargo Packing

- All cargo must be palletised, strapped & shrink-wrapped (preferably with black polythene)
- Personal Effects should be packed into plywood crates
- Large crates & cases must be skidded so that the cargo is capable of being forklifted from at least 2 sides
- All pallets are required to comply with the ISPM 15 standard
- Pallets made of plastic, plywood or cardboard are acceptable
- All wooden pallets to carry the symbol HT=heat treated or CT=chemically treated. No 'CHEP' pallets are allowed
- The maximum height of a pallet must not exceed 1.1 metres

Shipping Marks

All cargo must be clearly marked with the Booking Reference number, the Consignee Name, and the port of discharge.

*For example, S00123456
 YOUR NAME
 NORFOLK ISLAND*

Hazardous Cargo

Hazardous cargo bookings are accepted subject to a fully completed International Maritime Dangerous Goods Declaration being submitted showing the correct IMDG class & UN Numbers. The cargo must have the appropriate IMDG Hazardous Class stickers affixed.

Cargo Measurement

The dimensions of the pallet/skid must be included in the cargo measurements and should not exceed 115cm long, 115cm wide or 110cm high.

To measure the cargo:

- Length: Full length of the cargo or pallet; whichever is the greater
- Width: Full width of the cargo or pallet; whichever is the greater
- Height: From the ground to the highest point of the cargo

Cover Booking

Cover bookings that are cancelled within 14-days of actual departure will incur a cancellation fee. A market notice will be sent with further details.

Thank you for your continued support, should you have any further queries please contact your NPDL representative.

Sincerely,
NPDL

Transam New Zealand Ltd and Transam Australia as agents for Neptune Pacific Direct Line Pte Ltd.

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