



Dear relations,

We have talked with customs Vlissingen on the procedure to be followed in relation to unloading goods. The principle is that declaration must occur before goods are unloaded (mostly document T-1). The following procedure must be followed:

Before goods may be unloaded, an email must be sent to werkleiders@vlbvissingen.nl containing the following information:

- MRN-Number:
- Name of vessel:
- Visit number:
- Freight broker:
- Number and type of goods:
- Possible numbers under which goods were loaded at an earlier stage.
- Beneficiary of the goods.
- When possible, a scanned landing form.

This is the normal situation. However, if no MRN number is known:

For instance when something must be unloaded rapidly at night and in the weekend or if goods are refused.

Customs has implemented a special arrangement for this situation. The procedure to be followed concerning return goods without a MRN number is as follows:

- Email address of the ship and the client with (scanned) landing form.
- Details about the goods and the number.
- Beneficiaries.

The information above must be send to werkleiders@vlbvissingen.nl.

Please note, VLB must register the returned goods (with scanned list of the captain) before the goods may be unloaded. The goods will then be stored in a locked container on our site. The goods may be removed from the container when we are informed of the MRN number and have forwarded it to customs.

ATTENTION: The arrangement may only be used for provision goods (cigarettes, alcohol, etc.) if the captain of the vessel refuses them. Provision goods already on board at the moment of arrival must be declared in the normal manner before being unloaded. In this case, we first must receive a MRN number before unloading the specific goods.

We hope to have informed you sufficiently.

The dock supervisors of VLB Services Company B.V.