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| **Vessel Pre-Departure Notification** |
| **Questions should be completed by the Master, answers uploaded to AOLn by the ship’s agent** |

Ships pre-departure procedure. Email required 6hrs before departure or inter-port movement to Agents email address and cc southamptonvts@abports.co.uk (Questions A-M included every notification). Call ‘Southampton Pilot’ VHF CH9 or +44 (0)2380 608208 – 3 hours before Departure. Call ‘Southampton VTS’ CH12 1 hour before departure.

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|  | **Questions** | **Answers** |
| A | Ship Name | *Enter Text Here* |
| B | Requested ETD from berth | Date & Local Time: *Select date/ Type time* |
| C | Next Port of Call (Name and ETA) | *Enter Text Here* | *Select date/ Type time* |
| D  | Departure Draft (1.025 Salt Water) | Fwd: *Enter Text Here* | Aft: *Enter Text Here* |
| E | No. passengers & crew | Crew: *Enter Text Here* | Pax: *Enter Text Here* |
| F | ISPS Level | Level 1 [ ]  | Level 2 [ ]  | Level 3 [ ]  |
| G | Cargo - Ballast, Loaded or IMDG \*\* | Ballast [ ]  | Part [ ]  | Full [ ]  | IMDG [ ]  |
| H | Damage, Defects, Failures or restrictions | *Enter Text Here* |
| I | Number of the tugs booked \*\*\*  | *Enter Text Here* |
| J | Departure Direction | Nab [ ]  | Needles [ ]  |
| K | Pilot arrangements rigged to SOLAS 23 | Yes [ ]  | No [ ]  |
| L | MHD unchanged from arrival | Yes [ ]  | No [ ]  |
| M | Other Information | *Enter Text Here* |

Ships agent required to pass active Local Notice To Mariners to the Master and add within AOLn notes:

* Agent contact name & number, if not using the duty number.
* Mooring gang and towage provider.

Completed CERS are required before a Pilot is allocated. CERS exemptions certificates must be notified by email.

\*\* Compliance with Dangerous Goods in Harbour Area Regulations 2016 requires prior notification of IMDG cargo 24hrs before arrival or on departure from previous port when within 24hrs sailing time. IMDG notifications are only accepted within the CERS document uploaded via AOLn. IMDG Class One (1) and Seven (7) requires pre- approval from sotondg@abports.co.uk

\*\*\* Specific berth and vessel towage guidance can be found within the Port User Information (PUNG) at [www.southamptonvts.co.uk](http://www.southamptonvts.co.uk). Towage should be booked as per PUNG unless otherwise agreed between Master and Pilot.

 <https://www.southamptonvts.co.uk/Port_Information/Navigation/Notices_to_Mariners/>