This form must be completed and submitted at least one working day prior to the vessel’s arrival to the following email addresses :-

Rosyth: [rosythcruiseoperations@forthports.co.uk](mailto:rosythcruiseoperations@forthports.co.uk)

Leith: [leithcruiseoperations@forthports.co.uk](mailto:leithcruiseoperations@forthports.co.uk)

Dundee: [dundeecruiseoperations@forthports.co.uk](mailto:dundeecruiseoperations@forthports.co.uk)

Newhaven: [newhavencruiseoperations@forthports.co.uk](mailto:newhavencruiseoperations@forthports.co.uk) & [ftns@forthports.co.uk](mailto:ftns@forthports.co.uk)

Hound Point: [ftns@forthports.co.uk](mailto:ftns@forthports.co.uk)

|  |  |
| --- | --- |
| Name of vessel and agent | Click here to enter text. |
| Port and berth | Click here to enter text. |
| Pilot on board - date and time | Click here to enter text. |
| Arrive berth / anchorage – date and time | Click here to enter text. |
| Depart berth / anchorage – date and time | Click here to enter text. |
| Towage requirement | Click here to enter text. |
| Total number of pax on board for transit | Click here to enter text. |
| Total number of pax disembarking / embarking for turnaround | Click here to enter text. |
| Baggage handling required and time | Click here to enter text. |
| Forklift required and time | Click here to enter text. |
| Shore gangway required | Click here to enter text. |
| Fresh water required and quantity | Click here to enter text. |
| Has vessel booked shore tender? | Click here to enter text. |
| **Additional information from Forth Ports:**   * Skips will be provided as per tariff and any additional skips to be arranged and paid for by agent (not at Newhaven) * A forklift will be provided for moving skips only in normal hours (not at Newhaven) * Any special waste to be arranged and paid for by agent and no pallets or other material to be left on quayside   **Additional information from the agent:**  Click here to enter text. | |