

# PORT OF TALLINN

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## PORT CHARGES AND FEES

Valid from 01.01.2021

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## **ANNEXES**

## 1 GENERAL PROVISIONS

- 1.1 The charges and fees levied by AS Tallinna Sadam (Port of Tallinn, hereinafter also “port owner”) and their changes shall be established by Port of Tallinn. All persons operating in the port shall be notified of changes in the port charges and fees at the port website: [www.portoftallinn.com](http://www.portoftallinn.com) or in some other way. All persons operating in the port shall be notified of changes in port charges and fees at least one month prior to the date of effecting of the changes.
- 1.2 Port charges and fees include:
  - 1.2.1 tonnage charge;
  - 1.2.2 waste fee;
  - 1.2.3 mooring charge;
  - 1.2.4 passenger fee;
  - 1.2.5 vehicle cargo charge;
  - 1.2.6 electricity supply, communication services and water supply charges;
  - 1.2.7 fee for the use of port’s auxiliary vessels;
  - 1.2.8 pilotage charge;
  - 1.2.9 waterway charge.
- 1.3 Tonnage charge, waste fee, mooring charge, passenger fee, vehicle cargo charge and fee for the use of port’s auxiliary vessels are levied by Port of Tallinn.
- 1.4 Electricity supply, communication services and water supply charges shall be levied by service provider established by Port of Tallinn.
- 1.5 Pilotage charge is levied by AS Eesti Loots (Estonian Pilot Ltd.), waterway charge by the Maritime Administration.
- 1.6 Port charges and fees are not levied from (except for charges and fees provided in articles 3.7 and 3.8):
  - 1.6.1 vessels calling at the port only for the transporting to the land the sick, victims of a marine casualty or the deceased, in case the time of their laying in the port does not exceed 24 hours;
  - 1.6.2 vessels used for port construction and reconstruction;
  - 1.6.3 vessels of historic value (the classification of a vessel as having historic value will be decided by the port owner), in case the time of their laying in the port does not exceed 7 days and the vessel is not used for commercial shipments.
- 1.7 Value added tax in accordance with effective legal acts shall be added to port charges and fees.
- 1.8 Port charges and fees levied by Port of Tallinn are payable to the bank account indicated on the invoice within 15 calendar days, except cruise ships and container lines within 30 calendar days, from the date the invoice is issued, unless established otherwise in the contract. For every delayed day, the port owner is entitled to a fine in the amount of 0.15% of the amount overdue. The

invoice shall be considered settled after the amounts are collected in Port of Tallinn bank account. The payer of the invoice shall cover all transfer related costs (full amount to the receiver, OUR code in the SWIFT payment order). If the payment is made from a paying agency within the EEA<sup>1</sup> (European Economic Area) in the currency of an EEA country the payer shall cover transfer costs related to sending the payment and Port of Tallinn shall cover the costs related to receiving the payment (shared costs, SHA code in the SWIFT payment order or SEPA payment).

- 1.9 Port owner reserves the right to change the size of port charges and fees. In general, port charges and fees are adjusted once per year on January 1<sup>st</sup> based on the estimated change of the consumer price index of the Republic of Estonia.
- 1.10 Port rules established by Port of Tallinn shall be a related document of the present port charges and fees.
- 1.11 Disputes arising from the present document not solved by agreement shall be solved in Harju County Court based on the legislation of the Republic of Estonia.

## **2 TERMS**

- 2.1 Bunkering vessels are considered vessels supplying other vessels with fuel and lubricating oils to satisfy the needs of the given vessels. The ship owner of the bunkering vessel shall have a valid contract with the port owner.
- 2.2 A regular line is a maritime transport of cargo and/or passengers based on an officially announced regular schedule with one or several vessels, which call at the ports indicated in the schedule.
- 2.3 A container and ro-ro regular line is a regular line, where container and/or ro-ro cargo is in a quantitative dominance. The port owner has the right to demand from the ship owner information on it on a regular basis.
- 2.4 Cruise ship is a vessel performing organized cruises and possessing a passenger transport certificate, which does not operate in regular line traffic, does not carry cargo and during the cruise does not take line passengers on board or let them disembark. An organized cruise shall last for at least 60 hours and during the cruise in addition to the starting point and ending point of the cruise the vessel shall call at two more ports at the least.
- 2.5 Overnight cruise ship is a vessel performing organized cruises lasting under 60 hours and having a passenger transport certificate, which does not operate in regular line traffic, does not carry cargo and during the cruise does not take line passengers on board or let them disembark. In addition to the starting and ending point of the cruise during the voyage the ship shall also call at two more

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<sup>1</sup> EEA countries are the member States of the European Union, Iceland, Lichtenstein and Norway

ports at the least. On reasoned occasions, the port owner has the right to classify a vessel as an overnight cruise ship even if some of the previously listed requirements are not met.

2.6 Turnaround is the beginning and/or ending of a cruise ship voyage at a port.

### **3 PORT CHARGES AND FEES**

#### **3.1 General provisions**

3.1.1 At the calculation of charges and fees the entrance of a vessel into any of Port of Tallinn harbours is considered a call.

3.1.2 Calculation of port charges and fees for tankers with separate ballast tanks is based on decreased vessel GT. For making the calculation the captain of the vessel or agent of the vessel shall at the first call of the vessel in the calendar year prior to leaving from the port provide to the port owner the *International Tonnage Certificate* or the copy of any other internationally acknowledged document, where the decreased GT of the vessel has been indicated.

3.1.3 Barge caravan is considered one vessel, i.e. port dues and charges for the barge caravan shall be calculated based on total gross tonnage. The captain of the caravan shall notify the port of the total length and greatest width of the caravan. The captain of the barge caravan shall present a tonnage certificate for every part of the caravan and the tugboat.

3.1.4 If two or more vessels lie alongside each other, port charges and fees shall be levied from all vessels.

3.1.5 Tonnage charge, waste fee and mooring charge for two mooring operations shall be levied from cruise vessels on the road, when passengers disembark. Port charges and fees shall not be levied, if the vessel stays on the road at the request of port owner.

3.1.6 If a vessel for reasons caused by herself delays alongside the quay after the completion of loading – discharging operations, thus disturbing loading – discharging of other vessels, a charge of 8 EUR per 24 hours for every meter of the length of the vessel indicated in the tonnage certificate shall be applied. For charging purposes each 24 hours started is counted as full 24 hours. At the request of the port the vessels shall immediately free the quay. Upon non-timely vacating of the quay the captain of the vessel (ship owner) shall be responsible for each hindered demurrage of the vessel in accordance with the actual expenses incurred due to the delay.

3.1.7 Vessels refusing the ordered operation less than 1 hour prior to the time agreed upon, are subject to payment of a fine in the amount of 80 EUR.

## 3.2 Tonnage charge

3.2.1 Tonnage charge is levied on the basis of vessel gross tonnage separately for each call of the vessel in accordance with the following rates:

- tankers 1.86 EUR/GT unit
- passenger ships 0.198 EUR/GT unit
- cruise ships, yachts and sailing crafts 0.496 EUR/GT unit
- overnight cruise ships 0.157 EUR/GT unit
- ro-ro vessels 0.225 EUR/GT unit
- other vessels 0.82 EUR/GT unit

Tonnage due of cruise ships, yachts and sailing crafts covers the stay in the port up to 3 days (72 hours). Every additional day (24 hours) started in the port is charged as the use of free quay according to item 3.2.3.10 (each 24 hours started is counted as full 24 hours).

3.2.2 At the calculation of tonnage charge the upper limits of vessel GT shall be used. Tonnage charge is not calculated on GT part exceeding the upper limit of vessel GT. Upper limits of vessel GT by vessel type are the following:

- tankers 90 000 GT units
- tankers with separated ballast tanks  
(based on decreased GT) 75 000 GT units

### 3.2.3 *Discounts from tonnage charge*

3.2.3.1 A vessel that has a valid Environmental Ship Index (ESI<sup>2</sup>) score has the right to apply for a tonnage charge discount as follows:

- ESI score 65 – 79,9 3%
- ESI score 80 and above 8%

All other discounts from tonnage charge are calculated based on the tonnage charge rate which is reduced by the ESI discount (first the ESI discount is subtracted from the base rate and after that all other discounts).

3.2.3.2 Discounts from tonnage charge shall be applied to passenger ships on regular line for each calendar year separately:

- 31. - 150. calls 20%
- 151. – 240. calls 40%
- starting from the 241<sup>st</sup> call 75%

Passenger ships on regular lines visiting Muuga harbour and primarily transporting ro-ro cargo, are applied additional tonnage due discount 20%. The discount is also applied to calls re-routed to Old City Harbour due to weather or other conditions and which have been pre-approved by port owner.

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<sup>2</sup> more information about ESI can be found at their homepage <http://www.environmentalshipindex.org>

3.2.3.3 Discounts from tonnage charge shall be applied to cruise ships for each calendar year separately:

- 2<sup>nd</sup> – 3<sup>rd</sup> call 35%
- 4<sup>th</sup> – 5<sup>th</sup> call 55%
- starting from the 6<sup>th</sup> call 65%

Discounts shall not apply to overnight cruise ships.

3.2.3.4 Discounts established in articles 3.2.3.2 and 3.2.3.3 shall be applied in case of following the schedule for each vessel separately.

In case a passenger ship on a regular line is temporarily off the line (e.g. for repairs) and a substitute passenger ship is assigned, the calls for both ships on that line are accumulated for calculating the tonnage charge discounts.

3.2.3.5 Discounts from tonnage charge shall be applied to ro-ro lines for each week separately:

- 2 calls per week 15%
- 3 calls per week 30%
- 4 calls per week 35%
- 5 and more calls per week 40%

3.2.3.6 For container vessels on regular lines discounts from tonnage charge are valid for every calendar year separately:

- 1. - 20. call 15%
- 21. - 40. call 25%
- starting from the 41<sup>st</sup> call 45%

3.2.3.7 Discounts established in articles 3.2.3.5 and 3.2.3.6 shall be applied for each line separately.

3.2.3.8 Vessels calling at the port only for loading timber get a discount of 20% from tonnage charge.

3.2.3.9 Vessels participating in military and international cooperation pay a tonnage charge of 1.75 EUR per 24 hours for every meter of vessel length indicated in the tonnage certificate. For charging purposes each 24 hours started is counted as full 24 hours.

3.2.3.10 For the use of a free quay prior ordered by the vessel not related to loading-unloading work (incl. vessels calling at the port only for bunkering, discharge of ship waste, repair work, water extraction, etc), tonnage charge of 3.5 EUR per 24 hours shall be levied based on each meter of vessel length indicated in the tonnage certificate. For charging purposes each 24 hours started is counted as full 24 hours.

### 3.3 Waste fee

3.3.1 Waste fee is levied based on vessel gross tonnage (GT) for each vessel call separately, in case of passenger ships for one call per day, in accordance with the following rates:

- Passenger ships 0.016 EUR/GT unit
  - Cruise ships 0.056 EUR/GT unit
  - Cruise ships (lowered rate) 0.051 EUR/GT unit
  - Other vessels 0.018 EUR/GT unit
- (ex. vessels established in article 3.3.3)

Lowered rate for cruise ships applies for ships collecting garbage separately by types, in case at least one type of recyclable garbage (excluding mixed domestic waste) listed in MARPOL Annex V (garbage) is discharged. Lowered rate does not apply if a ship does not collect garbage listed in MARPOL Annex V separately by types or does not discharge any garbage at a port (including garbage listed in MARPOL Annex V). Lowered rate is always applied in Saaremaa harbour.

The list of ship-generated waste dischargeable for waste fee has been established with the Ports Act (Sadamaseadus). The procedure for reception and handling of ship-generated waste and cargo residues from ships is established with the Ship-Generated Waste and Cargo Residues Reception and Handling Plan of Port of Tallinn.

3.3.2 If the expenses of the port owner for the reception of waste discharged by the vessel are extremely high (compared to the expenses for the reception of waste usually discharged by the analogous vessel) the uncovered part of the expenses of the port owner may be covered based on the type and amount of ship-generated waste actually discharged.

3.3.3 Vessels with the total length of up to 24 meters, irrespective of their type and type of propulsion, meant for the spending of free time or sports and vessels carrying up to 12 passengers (small crafts), fishing boats, military vessels, vessels performing state administrative duties, and vessels using a free quay as per prior order (incl. vessels calling at the port only for bunkering, discharge of ship waste, repair work, water supply or other activities not related to loading-unloading work), pay for ship-generated waste directly to the company receiving the waste, based on the amount of waste discharged and the tariffs of the company receiving the waste.

3.3.4 A vessel operating regular voyages on a regular line and often calling at the port has the right to apply for exemption from the obligation of discharge of ship generated waste in accordance with the Ports Act (Sadamaseadus).

#### 3.3.5 Special provision

Wastewater per one vessel shall be received on account of waste fee up to the amount of 7 m<sup>3</sup>. Payment for wastewater for quantities exceeding 7m<sup>3</sup> shall



be made additionally in accordance with the quantities actually discharged and the price list of the waste handling company.

3.3.6 The restriction laid down in section 3.3.5 does not apply to passenger and cruise ships using Old City Harbour.

### 3.4 Mooring charge

3.4.1 Mooring charge is levied for each mooring operation separately in the following cases:

- at the entrance of the vessel into the port;
- at the leaving of the vessel from the port;
- at the re-mooring of the vessel at the request of the captain and/or agent of the vessel and due to reasons not related to loading-discharging operations and not proceeding from weather conditions;
- at the re-mooring of the vessel, if this is related to loading-discharging operations by different operators within the limits of one harbour;
- at the placing of the vessel into the floating dock in the harbour and out of this.

3.4.2 Mooring charge is levied according to the gross tonnage of the vessel (GT) separately for every mooring operation according to the rates of mooring charges. Rates of mooring charges in EUR for one mooring operation:

GT interval	Cargo (excl. Ro-ro) and bunkering vessels	Passenger, cruise and other vessels
0 - 2 000	103	41
2 001 - 6 000	171	66
6 001 - 20 000	223	88
20 001 - 50 000	294	114
over 50 000	346	134

3.4.3 Vessels which gross tonnage (GT) has not been established or indicated (for example military vessels) shall pay a mooring charge of 41 EUR for single mooring operation.

3.4.4 A single mooring operation is considered mooring, unmooring or hauling (less than 100 m). Re-mooring a vessel from one berth to another is considered two mooring operations. Shifting the vessel to the road with a later mooring to a quay and turning, is considered re-mooring.

3.4.5 Bunkering vessels, fishing boats, towing boats, military vessels, study vessels, yachts and sailing crafts are exempted from mooring charge, if mooring is performed by the vessel and port owner has not requested the providing of the mooring operation by the port owner.

### 3.5 **Passenger fee**

3.5.1 Passenger fee is levied at arrival/departure of a vessel according to the number of passengers provided by the captain of the vessel, who arrived at (or left) the port on board the vessel. Passenger fee is levied regardless of whether the passengers disembarked or not.

3.5.2 A fee is levied for every passenger at arrival and departure in the amount of EUR 1.75.

For every passenger arriving and departing on board of a passenger ship on regular line visiting Muuga harbour the fee is EUR 1.14. The fee is also applied to calls re-routed to Old City Harbour due to weather or other conditions and which have been pre-approved by port owner.

3.5.3 One-time passenger fee in the amount of 1.51 EUR is levied for every passenger arriving at the port on board of a cruise ship, overnight cruise ship, yacht or sailing craft and continuing his/her journey by the same ship and not using a passenger terminal.

3.5.4 Passengers under the age of 12 are exempted from the fee.

3.5.5 In case of a turnaround or other special occasions the passenger fee and its application is agreed upon separately beforehand.

### 3.6 **Vehicle cargo charge**

3.6.1 Cargo charge is levied on vehicles separately for loading and unloading the vessel according to the following rates:

- Cars with a driver free of charge  
(incl. motorcycles and mini-busses with the length of under 6 m)
- Cars without a driver 2.25 EUR/unit  
(incl. motorcycles and mini-busses with the length of under 6 m)
- Other means of transport 4.50 EUR/unit  
(buses, trucks, vans, trailers, reel trailers, caravans, etc)

3.6.2 The shipping-line operator or its agent shall have the obligation to pay cargo charge based on the rates provided in article 3.6.1 and provide data on vehicles loaded/unloaded in forms established by the port owner (annexes no. 1 and 2), unless it has been agreed differently with the port owner (incl. if based on an agreement with the port owner the cargo operator engaged in vehicle loading and unloading pays a cargo fee and/or provides the data).

3.6.3 In case the shipping-line operator or its agent has provided false data on vehicles loaded/unloaded the shipping-line operator or its agent shall have the obligation to pay additional cargo charge for the difference in actual vehicles loaded/unloaded and reported vehicles loaded/unloaded based on the rates provided in article 3.6.1 so that the total cargo charge paid will equal the cargo charge calculated on the actual vehicles loaded/unloaded.

- 3.7 Electricity supply, communication services and water supply charges**
- 3.7.1 Plugging the vessel into the electricity system on shore and use of electricity supply - according to the tariff established by the service provider.
- 3.7.2 Plugging the vessel into the communication network on the shore and use of communication network - according to the tariff established by the service provider.
- 3.7.3 Water supply through quay systems – according to the tariff established by the service provider.
- 3.8 Fee for the use of port’s auxiliary vessels**
- 3.8.1 Works at liquidation of oil pollution 180 EUR/hour + fee for short-term use of the vessel
- 3.8.2 Deployment of oil booms for loading or discharging operations 1650 EUR/operation
- 3.8.3 Short-term use of vessels:
- |  |              |
|--|--------------|
| Boom deployment vessel “Karu”                      | 110 EUR/hour |
| Recovery vessel “Vares”                            | 110 EUR/hour |
| Recovery vessels “Ronk”, “Karen”, “Piiber”, “Täht” | 70 EUR/hour  |
| Mooring launch “AMA 121”, workboat Lamor           | 70 EUR/hour  |
| Mooring launch “Viiger”                            | 110 EUR/hour |

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**Vehicle cargo transport through Port of Tallinn (a monthly report)**

**Annex 1**

Company name:

Reporting period:

No.	Vessel name	Name of commodity	unloading		loading		TOTAL	
			units	tons	units	tons	units	tons
		<b>Own gear</b>						
		cars						
		busses						
		trucks						
		trailers, reel trailers, caravans						
		other equipment						
		motorcycles						
		<b>With operator help</b>						
		cars						
		busses						
		trucks						
		trailers, reel trailers, caravans						
		other equipment						
		motorcycles						
		<b>Total</b>						

Company manager:

Signature:

Name of person completing the form:

Phone:

**Notes:**

\* Data on units shall be provided in total on a monthly basis separately for every vessel

\* Data shall be provided by the 5th date of the month following the reporting period

**Vehicle cargo transport through Port of Tallinn (a weekly report)**

Company name:

Export/ Import	Date	Vessel name	Time	Cars with a driver		Cars with-out a driver		Trucks with a driver		Trucks with-out a driver		Busses with a driver		Busse with-out a driver		Trailers with cargo		Trailers with-out cargo		Motorcycles		Other with a driver		Other with-out a driver			
				units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons	units	tons

**Structure:**

<i>Name of column:</i>	<i>Possible values:</i>	<i>Explanation:</i>
Export/Import	E or I	Upon vessel arrival I / departure E
Date	dd.mm.yyyy	Date of vessel arrival or departure
Vessel name		Vessel name
Time	hh:mm	Time of vessel arrival / departure
Cars with a driver		Cars, mini-busses up to 6m with a driver
Cars without a driver		Cars, mini-busses up to 6m without a driver
Trucks with a driver		Trucks, vans, trailers, car caravans with a driver
Trucks without a driver		Trucks, vans without a driver
Busses with a driver		Busses with a driver
Busses without a driver		Busses without a driver
Trailers with cargo		Trailers, reel trailers, caravans, car caravans without a driver
Trailers without cargo		Trailers, reel trailers, caravans, car caravans without a driver
Motorcycles		Motorcycles
Other with a driver		Other means of transport (tractors, motor caravans, etc)
Other without a driver		Other means of transport (tractors, motor caravans, etc)

**Notes:**

\* Means of transport on wheels – only the weight of cargo transported by vehicles, loaders and cars shall be considered, i.e. the weight of vehicles, loaders and cars shall not be considered.  
 If the means of transport itself constitutes cargo (cars without a driver, tractors), their weight shall be considered. The weight of cars with passengers and busses with tourists shall not be considered.

\* Data shall be provided once per week by e-mail.