Agency Fees in Polish sea ports

July 2008
The Polish Shipbrokers' Association aims to provide high standards of conduct and practice, promoting a high level of education, experience and maintaining a sound shipping agency system, according to the Minimum Standards recommended by UNCTAD.

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The Members of the Polish Shipbrokers' Association

Alfa Cargo Co. Ltd., Szczecin
Baltic Shipping Agency Co. Ltd., Gdynia
CMS-Consolidated Marine Services Ltd., Gdynia
Dan Shipping & Trading Co. Ltd., Szczecin
Eurocargo Shipping Co. Ltd., Szczecin
Fast Baltic Ltd., Szczecin
G.A.C POLAND Ltd., Szczecin
Ger Pol Shipping & Forwarding Co. Ltd., Szczecin
Inter Balt Co. Ltd., Gdańsk
Inter Marine Co. Ltd., Gdynia
Jupiter Shipping Service Ltd., Gdynia
Kosior Shipping Co. Ltd., Szczecin
Marbalco Shipping Co. Ltd., Sopot
Morska Agencja Gdynia Ltd., Gdynia
Morska Agencja Szczecin Ltd., Szczecin
Navigaor Shipping Ltd., Gdańsk
OKmarit Ltd., Gdynia
Polagent Co. Ltd., Szczecin
Polfracht Shipping & Chartering Co. Ltd., Gdynia
Polfracht Shipping Agency Ltd., Gdynia
Polish United Baltic Corporation Ltd., Gdynia
Polsteam Shipping Agency Ltd., Szczecin
Pomeranian Shipbrokers Ltd., Sopot
Poseidon & Frachtcontor Junge Ltd., Szczecin
SMS Maritime Services Co., Szczecin
Vetro, Port & Shipping Services
GENERAL CONDITIONS

A. The scale of Agency Fees, adopted by the Association, based on vessel's summer maximum loadline dead-weight and expressed in PLN covering clearance, port operation and ship's husbandry, is to be regarded as the recommended minimum rate level to be charged by the Agents.

B. Owners, respectively Operators, shall place the Agents in funds, covering the estimated disbursements, in advance, but latest on vessel's arrival. For late remittances of funds Owners will be charged interest at 5% per month or pro rata.

C. Agents are not responsible for currency exchange losses on any sums held for the account of the Owners or which they have to receive or pay.

D. The Agency Fees do not include any percentages, petties, bank charges, fares, deliveries of cash to Master or parcels, advertising, travelling, etc. which will be charged separately.

E. Should Owners require the Agents to undertake full processing and settlement of claims, the Agents are entitled to a separate remuneration as mutually agreed.
### Basic Agency Fee Scale

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Over 100,000 DWTAT for each further commenced
10,000 DWTAT - PLN 1000
Rules for application of Basic Agency Fees:

1. Vessels discharging and loading bulk or liquid cargo of one grade - basic fee to be applied separately for each of these operations

2. Vessels arriving with inward cargo and sailing in ballast or vessels arriving in ballast and sailing with outward cargo - basic fee to be applied once only

3. Vessels carrying cargo in bales, bags, packages, containers, boxes on pallets, otherwise unitised, also forest and steel products -10% surcharge on basic fee

NOTE: This surcharge is not applicable to vessels carrying homogeneous cargo, where of a certain percentage is bagged for safe stowage

4. Vessels carrying mixed cargo of two or more distinctly different commodities, liquid, bulk, unitized, vehicles -20% surcharge on basic fee

5. Gas tankers of up to 10.000 cbm cargo capacity - basic fee plus 30% to be applied on cubic metre tank capacity exceeding 10.000 cbm capacity - basic fee plus 20% to be applied on cubic metre tank capacity

NOTE: Cubic metre tank capacity substituting DWTAT on the fee scale

6. Pure Car Carriers -20% surcharge on basic fee

7. Reefer vessels -20% surcharge on basic fee

8. Ro-ro vessels -20% surcharge on basic fee

9. Cruise and passenger vessels, ferry boats -fee to be negotiated

10. Fishing trawlers and factory vessels -fee to be negotiated

11. Vessels calling both Szczecin and Świnoujście -25% surcharge on basic fee

12. Vessels cleared in roads -10% surcharge on basic fee

13. Vessels entering port for replenishing bunkers, water, provisions, seeking shelter in case of adverse weather or damage -50% of the basic fee

14. Vessels entering port seeking medical aid -25% of the basic fee

15. a. Vessels entering port or shipyard for repairs or dry-docking -75% of the basic fee and PLN 80,- p/day
   b. Newbuildings leaving shipyard -75% of the basic fee

16. Arranging delivery/redelivery on or off Time Charter -35% of the basic fee
Rules for application of Basic Agency Fees:

17. Attendance as supervisory or Owners' protecting Agents when vessel is consigned to and handled by another company acting as Charterers Agents

- 50% of the basic fee

18. Attendance to crew members/person
   a. joining or leaving the vessel
   b. hospitalised or requiring medical care

- PLN 80,- per person
- PLN 200,- per person per week

19. In case of handling non-liner vessels carrying general cargo on liner terms, Agents are entitled to charge a commission of PLN 2,00 per ton inwards and PLN 4,00 - outwards.

20. Ocean going tugs

- PLN 1 200,- inward
- PLN 1 200,- outward

21. Minimum Agency Fee per call

- PLN 2 100,-

LINER AGENCIES

For services provided to shipping lines calling Polish Ports directly or operating via European base ports on through bill of lading, Agents should be remunerated as per following schedule:

1. Freight Commission.
   Outward:
   5% for cargo canvassed and booked
   2.5% for cargo handled but booked elsewhere
   Inward:
   2.5% for cargo canvassed and booked
   1.5% for cargo handled but booked elsewhere
   1% collection fee on freight for cargo on which no commission has been earned

Agents are entitled to receive commission on surcharges and freight additions, provided these can be reasonably considered as actual freight increases. The freight commission covers following functions: announcing sailings, tariff information, marketing and sales, issuing freight documents, collecting and remitting freights, etc. Should for some reasons the required details not be disclosed or otherwise not available, the Agents are entitled to charge a commission of PLN 2,00 per ton inwards and PLN 4,00 - outwards.

2. Container and ISO equipment logistic fee.
   PLN 100,- per unit handled, controlled, monitored and reported by the Agents.

3. Agency fee.
   Charged for clearance and ship's husbandry as per Basic Agency Fees scale.

The above charges are applicable also in case of incidental calls of liner vessels loading or discharging general or containerised cargo in absence of a concluded Agency Agreement.