**PORT OF TOWNSVILLE LIMITED**

**Application to Place and Operate Cargo Handling Equipment on Port of Townsville Berths**

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| **Proponent’s Name:** | **Address:** |
| [This should clearly identify the proposed contracting entity] |  |
| **Industry:** | **Product/Service Details** |
| [Include details of industry (e.g. commodity supplier, service provider, port investor, non-port investor)] | [Include details of product (e.g. type of commodity; location of commodity) or details of service (e.g. port operator, stevedore, logistics provider, financier, strategic investor, etc.) |
| **Contact Person:** | |
| [Include name, address, phone number and email] | |
| **Proposal Details:** | |
| Proposal Description | |
| Objectives of the Proposal | |
| Proposal Need and Demand Analysis – including anticipated impact on volumes through the Berth/Port for the duration of the request | |
| Benefits that the Proposal will bring to the Port of Townsville. Describe how the Proposal will:   1. maximise the import and export of commodities through the Berth/Port in an efficient manner that is complementary to existing and future Berth/Port operations (include performance standards and how performance across the supply chain will be maximised); 2. ensure that the capacity of the Berth/Port is optimised; 3. how any latent capacity of the Berth/Port can be avoided. | |
| What are the net economic benefits of the Proposal to POTL and the Proponent? Consideration will be given to whole of life costs and revenues; quality; benefits gained; qualitative outcomes; and timely achievement of objectives. | |
| Demonstrate how the Proposal is fairly and sustainably priced relative to comparable existing cargo handling equipment use | |
| Describe how the Proposal will be flexible, to deal with multiple commodities, customers, timing and approvals | |
| Stakeholders – List any stakeholders that may be affected by the Proposal and provide a brief description of how their interests will be addressed | |
| Management Plans – Please provide details of environmental, safety, traffic, security and other management plans to support the proposed arrangement | |
| Third Party Access **–** Description of proposed arrangements to provide for third party access and/or common user provisions, and any matters required to address ACCC requirements if applicable | |
| Third Party Agreements – Please list any third party agreements that the Proponent may be required to enter in relation to the Proposal | |
| Other Proposed Contractual Arrangements – Please outline any other proposed contractual arrangements (e.g. terminal services agreement or customer/offtake agreements) | |
| Any other information that will assist POTL in understanding the Proposal | |
| **Cargo Handling Equipment Details:** | |
| The make, model number and year of the Proponent’s proposed cargo handling equipment | |
| The dimensions and weight of the Proponent’s proposed cargo handling equipment | |
| Technical specifications of the Proponent’s cargo handling equipment (including performance) | |
| Details of the Proponent’s plan and/or procedures for maintenance of the cargo handling equipment | |
| Details of the Proponent’s plan and/or procedures in place for moving the cargo handling equipment on and off the berth/s, including details of alternative storage options | |
| **Finance Details** | |
| Evidence that the Proponent is solvent, and can pay the relevant fees for the storage and operation of the cargo handling equipment on the berth, (e.g. including a copy of its most recent financial statement/s) |  |
| Evidence the Proponent (or a related entity of the Proponent) has never been placed into liquidation, administration, receivership, bankruptcy or entered into a composition or arrangement with its creditors |  |
| **Insurance Details** | |
| Evidence that the Proponent complies with POTL’s insurance requirements, including providing certificates of currency for relevant policies |  |
| **Compliance Details** | |
| Evidence that the Proponent is compliant with all relevant legislation to use the cargo handling equipment on the berth including but not limited to any legislation relating to chain of responsibility, work health and safety, environment, dangerous goods, quarantine and customs (include evidence of certifications held/accreditations to standards where applicable) |  |
| Evidence that the Proponent has not breached any legislation relating to the above or is not the subject of any adverse action from any regulatory authority |  |

*An application to place, store or operate any cargo handling equipment on POTL berths may require independent engineering and logistical assessments to be completed. The costs of any such assessments will be the responsibility of the Proponent. POTL will notify the Proponent of the need for any such assessments and agreement will be reached on such assessments prior to any application being approved.*

***Please submit this completed form to:*** [trade@townsvilleport.com.au](mailto:trade@townsvilleport.com.au)

**Signed by Proponent**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_**