

Booking & customs procedure Birsfelden

1. Purpose

In order to ensure transport of booked units as scheduled (and also picked-up or delivered in time), we created below procedure for customer's convenience.

This should enable all parties involved to execute transport orders without any problems (Force Majeure excluded).

2. Definitions

Import = Maritime import, meaning vessel arrives in Antwerp, unit has destination Birsfelden

Export = Maritime export, meaning units is sent from Birsfelden to Antwerp to catch vessel leaving Antwerp

NHM-code = ('Nomenclature Harmonisée des Marchandises') The Harmonised Commodity Code is used to describe and codify goods in international trade.

PIN code = reference to pick-up units from maritime quays

MH = Antwerp Mainhub, LINEAS INTERMODAL terminal, Smalle Weg 100, Port 560, B-2030 Antwerp

BRS = Swissterminal Birsfelden, Hafenstrasse 14, Swissterminal AG, CH4127 Birsfelden

Custom details for import = Bill of Lading + Arrival notice from shipping company with Lloyd's number, call reference, article number & item number as well as consignee (party for whom we need to issue the T1) and customs office at destination

Custom details for export = 'Ausführliste', national T1 or Geleitschein to be used to issue international T1 to Antwerp

DGD = Dangerous Goods Declaration

Force Majeure = superior force, extraordinary events or circumstances beyond the control of the parties

T1 = Transit document used to transport goods from the customs office at the place of departure to the customs office at the destination.

3. Standard procedure

- **Import (MH > BRS):**

Day A = day departure Antwerp Mainhub > Birsfelden

- 1) A-2 16:00 **booking + customs closing!** send final booking (or cancellation) with all details (container number, container type, weight, goods description + DGD if applicable, NHM-code, pick-up quay, vessel, shipping company, **PIN code, customs details**.) to bookings.antwerp@lineas.net before this deadline.
- 2) A-1 pick-up containers
- 3) A 15:30 **container (gate) closing!** closing for delivery at Mainhub for departure day A
- 4) A departure train MH > Birsfelden
- 5) A+1 arrival in Birsfelden

Important remark: Weekends are excluded, so if departure day A = Monday, day A-2 is not Saturday, but Thursday.

Booking & customs procedure Birsfelden

- **Export (BRS > MH):**

Day A = departure Birsfelden > Antwerp Mainhub

- 1) A-2 16:00 **booking closing!** send your booking or cancellation to bookings.antwerp@lineas.net before this deadline.
- 2) A-1 15:00 **customs closing!**: send your final booking details (container number, container type, weight, request for weighing if applicable, goods description + DGD if applicable, NHM-code, drop off quay + reference, vessel, shipping company, **customs details**) before this deadline
- 3) A 08:00 **container (gate) closing!** closing for delivery at Swissterminal for departure day A
- 4) A a.m*. departure Birsfelden > Antwerp Mainhub
- 5) A+1 arrival Antwerp Mainhub
- 6) A+2 delivery on quay

***Exception:** train of Friday p.m:

- 2) A 13:00 **customs closing!**
- 3) A 16:00 **container (gate) closing!**
- 4) A p.m. departure Birsfelden > Antwerp Mainhub

Important remark: Weekends are excluded, if departure day A = Monday, day A-2 is not Saturday, but Thursday.

Important:

If the preceding document is a **National T1** or 'Geleitschein', it is the customer's responsibility to make sure this document is valid until the moment we request the issuing of the **International T1** (which is standard the day before the booked / scheduled departure, so **A-1 15:00 customs closing**).

In case there would be a risk that this document expires before above customs closing, we kindly requests the customer to always contact LINEAS INTERMODAL customer service (bookings.antwerp@lineas.net) in order to check whether a solution can be found (preferably well in advance).

4. Consequences of non-compliance

If this procedure is not strictly respected, the following consequences can not be excluded:

- Delayed pick-up
- Delayed departure
- Pick-up, transport or delivery without valid customs document
- Delayed arrival
- Delayed delivery
- Customs fines
- ...

Booking & customs procedure Birsfelden

5. Schematically

Import: Antwerp > Birsfelden: departure by train day A (= pick-up by train/truck day A-1)		
Day	Action	Purpose
A-2 16:00	Lineas Intermodal sends instructions for pick-up	Trucking Co, or railterminal needs to know details of units to be sent to mainhub
A-2 16:00	Lineas Intermodal sends instructions for issuing T1	T1 has to be issued before pick-up of the unit
Meaning: Lineas Intermodal needs to have all container details (number, type, weight, cargo, customs details)		
A-1 09:00	Lineas Intermodal receives feedback from suppliers	Info on units that are not available, or customs problems
Meaning: Units that are not available for pick-up will be postponed to the next possible pick-up date, which automatically impacts departure from Mainhub, and arrival in Birsfelden.		
A-1 16:00	Lineas Intermodal send loading instructions for loading on Mainhub	Terminal Mainhub will perform loading operations for the train to Birsfelden day A, and needs all details in advance

Export: Birsfelden > Antwerp: Departure by train day A (= loading day A-1 + delivery on quay day A+2)		
Day	Action	Purpose
A-2 16:00	Lineas Intermodal sends first loading instruction to Swissterminal	Prepare transport from Birsfelden to Antwerp
Meaning: We need booking, modifications or cancellations latest A-2 16:00		
A-1 15:00	Lineas Intermodal sends T1 instructions to local agent	We need to have Export T1 before departure
Meaning: we need Ausfuhrliste, National T1, ... required to issue T1 before this deadline		
A-1 15:00	Lineas Intermodal sends final loading instructions to Swissterminal	Terminal gets update
Meaning: units for which we can not issue T1 at this deadline will not be mentioned on this final list		
A	Lineas Intermodal sends instructions to partners for on-carriage	prepare delivery towards quay of destination
Meaning: we need to know quay of destination + drop off reference for delivery on quay latest day A+2		

Booking & customs procedure Birsfelden

6. Example

- Import:

You have a unit (1x 40' ex quay 1700) to send from Antwerp to Birsfelden with the train leaving Antwerp on Wednesday. This unit will have to be picked-up by our feedertrain on Tuesday. We will need your booking or cancellation latest on Monday.

On Monday we send our loading instructions to the rail terminal on quay 1700 for pick-up on Tuesday + we will give instructions for the customs formalities, **so we need your complete booking + custom details Monday before 16:00**

Unit is picked-up on Tuesday, transshipped to the longhaul train on Wednesday during the day for departure the same evening, eta Birsfelden Thursday.

- Export:

You have a unit from Birsfelden to Antwerp with the train leaving on Thursday. We will need your booking or cancellation latest on Tuesday (when we send our first loading instruction to Swissterminal)..

This unit will be loaded on the train on Wednesday afternoon, or latest Thursday early morning.

We will send final loading instruction and instructions for custom formalities on Tuesday afternoon. **So we will need all container and custom details Tuesday before 15:00.**

Unit will be loaded on Wednesday, will leave on Thursday, and arrive in Antwerp on Friday morning.

On-carriage to the maritime quay will be executed latest on Friday.

T1 will be registered in Antwerp customs system latest on the day of arrival in Antwerp, or handed over to the driver delivering the unit on quay.