

SHORE TO SHIP Pilot/Master Exchange

SHIP REQUESTING PILOTAGE DETAILS

Ship Name Call sign

ORIGINATING AUTHORITY

Contact name VHF channel

Other means of contact

PILOT BOARDING INSTRUCTIONS

Date/arrival time at pilot boarding station (UTC/LT)

Position pilot will board

Embarkation side port/starboard/TBA Approach course and speed

Requested boarding arrangement

BERTH & TUG DETAILS

Intended berth and berthing prospects

Side alongside port/starboard Estimated transit time to berth

Tug rendezvous position Number of tugs

Tug arrangement Total bollard pull

LOCAL WEATHER AND SEA CONDITIONS at the pilot boarding station on arrival

Tidal information (heights/times)

Expected currents

Forecast weather

DETAILS OF THE PASSAGE PLAN including abort points/emergency plans

REGULATIONS including VTS reporting, anchor/lookout attendance, max. allowable draught

OTHER IMPORTANT DETAILS including navigation hazards, ship movements