

# PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT

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**An Agency of the State of Louisiana**  
**For the development and operation of the Harbor District**

NAME OF VESSEL (1)		AND/OR BARGES (1)			
NAME AND ADDRESS OF VESSEL OWNER (2)		AND/OR BARGES (2)			
TYPE OF VESSEL OR BARGES (3)					
AGENT FOR VESSEL (4)					
ANCHORAGE OR DOCK (LOCATION) (5)					
LENGTH OVERALL (6)		CARGO TRANSFER (S. TONS OR BBLs) (7)			
TYPE OF CARGO (8)		LOADED (9)	UNLOADED	MIDSTREAM	Shore Loop/Lightering
OWNER OF CARGO (10)		AGENT OF CARGO (IF REPRESENTATIVE) (11)			
DESTINATION OF CARGO (12)					
TIME & DATE OF ARRIVAL (13)		LAST PORT OF CALL (14)			
TIME & DATE OF DEPARTURE (15)		DESTINATION (16)			
REMARKS (17)					

SIGNATURE & TITLE

DATE (18)

COMPANY

Print -All, Inc. #29779

## INSTRUCTIONS FOR FILLING OUT REPORTING FORM FOR THE PLAQUEMINES PORT, HARBOR & TERMINAL DISTRICT

- No. 1. Name of Vessel and / or Barges-The name of vessel, (if it is a tow, the name of the Tug, Push Boat or Barge name or number).
- No. 2. Owner of Vessel and / or Barges-Name of owner, or company owning the vessel and / or barges with their addresses.
- No. 3. Type and IMO/USCG# of Vessel or Barge—for example, oceangoing vessel, supply vessel, crewboat, tug, push boat, or ocean or inland barges.
- No. 4. Agent for Vessel—Normally applies to sea going ships, if the owner of vessel is not available then give name and address of person or company representing vessel.
- No. 5. Anchorage of Dock (location)-Report the name of the anchorage or the name of the company owning, leasing or using the dock where the vessel has berthed.
- No. 6. Length Overall—The overall length of vessel-if it is a tow the overall length of powered vessel only.
- No. 7. Cargo Transfer (short tons or bbls.)-The amount of tonnage or barrels of cargo handled.
- No. 8. Type of cargo-Identify cargo-for example, wheat, com, pipe, crude oil, sulphur, oilfield supplies, etc.
- No. 9. Indicate by a check if cargo was loaded, unloaded, or midstream.
- No. 10. Owner of Cargo-Identify the owner of cargo aboard the vessel whether loaded or unloaded-and the address of the owner of the cargo.
- No. 11. Agent of Cargo (if represented)-Normally the ownership of the cargo maybe represented by an agent-give the name and address of the agent representing the owner of the cargo.
- No. 12. Final Destination of Cargo—Name of Foreign Country of Domestic (USA) Destination.
- No. 13. Time of Arrival-Date of Arrival-The time and date when a vessel arrives alongside of the wharf with the first two lines made fast shall be considered as the arrival time—An anchoring vessel's arrival time and date shall be considered as the time the vessel's anchor is dropped or lowered.
- No. 14. Last Port of Call-The last place the vessel (this includes tugs, tows and supply boats) was before arriving at dock or anchorage.
- No. 15. Time of Departure—Date of Departure—The time and date the last line is let go shall be considered the departure time and date. The hoisting of such anchor shall be considered as the departure time and date.
- No. 16. Destination-The next location the vessel will dock or anchor, in or out of the District.
- No. 17. Remarks-Use for additional information-for instance, address of vessel owner, Cargo owner or Barge owner.
- No. 18. Signature & Title-Give date and name of person filling out Reporting Form-title and company or facility representing.