

**DEL SHIPPING AND TRADING**

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Dear Captain

Thank you for taking the time to view our website and we look forward to welcoming you to our ports soon.

The following information detailed below is for your easy reference and use and is designed to assist in making your arrival and stay in South Africa a pleasant, trouble free and happy one!

**Disclaimer:** Please note that the information supplied can change without notice and that Government rules and regulations can and do change/vary from port to port in South Africa and although we take all reasonable measures to ensure that information is correct and current, we cannot be held liable for any changes or misinformation supplied which is beyond our control.

**WHAT WE NEED FROM YOU PRIOR ARRIVAL AT FIRST PORT OF CALL**

- ☒ LOA
- ☒ Draft
- ☒ Beam
- ☒ Expected port stay and reason for call
- ☒ Crew list
- ☒ Copy of Vessel's particulars
- ☒ Copy of Tonnage certificate
- ☒ Copy of Vessel's register

**A. PORT AND BERTH INFORMATION****1. Durban**

ISPS application is not required for pleasure vessels.

Depending on the size of your vessel, you will be accommodated at the commercial port or within the Durban marina.

Marina Information:

Max LOA accommodated: 35m

Max Draft accommodated: 3.5m

The Durban marina offers electricity (2 phase only), garbage removal and fresh water services and various subsidized services in their clubhouse for visiting yachts and crew such as meals and internet etc.

Contact Port Control on channel 9 or 16 at least two hours prior to arrival off the port.

Pilotage is compulsory at all ports in South Africa unless the Master or an Officer holds a pilotage exemption certificate for the intended port. However, small yachts mooring at the Durban marina are exempt from pilotage and the marina will arrange for your vessel to be met and guided into the marina once you have entered the port.

**Port Costs**

Yachts berthed at the commercial berths are liable for the following charges:

Port Dues, Berth Dues, Light Dues, VTS Charges, Pilotage, Tug Assistance, Berthing Services, Fresh Water, Garbage Collection.

Yachts berthed in the Durban marina are liable for the following charges:

Mooring Fees, Electricity, Fresh Water.

Berth dues are payable to the port on a per day basis once your vessel has exceeded a port stay of 30 days.

## 2. Cape Town

ISPS application is not required for pleasure vessels.

Depending on the size of your vessel, you will be accommodated at the commercial port or within the V and A Waterfront marina.

V and A Waterfront (Inner Marina) Information:

Max LOA accommodated: 56 m

Max Draft accommodated: 4.0 m

The V and A Inner marina offers electricity (2&3 phase) and fresh water connections, a poor wireless internet facility and garbage collection for a fee.

Contact Port control on channel 9 or 14 at least two hours prior to arrival off the port.

Pilotage is compulsory at all ports in South Africa unless the Master or an Officer holds a pilotage exemption certificate for the intended port. However, small yachts mooring at the Inner marina only are generally exempt from pilotage.

There is presently no guiding service offered by the marina from the port entrance to the berth. The marina does not supply mooring assistance before 0800 hrs and after 1630 hrs Mon-Fri; however, we will assist with mooring on berthing.

Berthing in V&A Alfred Basin and Inner Marina requires passing through 2 swing bridges which Master requires calling on VHF channel 71 once approaching (call sign "swing bridge").

### Port Costs

Yachts berthed at the commercial berths or General V and A controlled berths such as Quay 6 and West Quay (excluding the Inner Marina) are liable for the following charges:

Port Dues, Berth Dues, Light Dues, VTS Charges, Pilotage, Tug Assistance, Berthing Services, Fresh Water.

Yachts berthed in the V and A inner marina are liable for the following charges:

Mooring Fees (per metre per day), Electricity, Fresh Water,

Berth dues are payable to the port on a per day basis once your vessel has exceeded a port stay of 30 days.

## 3. Other Ports – Richards Bay, East London, Port Elizabeth and Simonstown

We can offer services in the above ports, please enquire for further details.

The launching of tenders and or sports equipment is not allowed by the port management unless permission has been granted in advance. Please request us to apply for these on your behalf.

Immobilisation, if required, is normally granted by prior application to Port Control.

## **B. PORT HEALTH PROCEDURES**

All vessels are required to apply for "Free Pratique" prior to arrival at the first SA port. The cost is free in all ports except Durban where the charge is approximately USD 16.00 (subject to ruling exchange rate)

Below are the formats required for application at the various ports. Please complete the information and email same to us and we will pass to the authorities accordingly:

### All Ports excepting Port Elizabeth

#### Free Pratique Application

1. Name of Yacht
2. Estimated Time of Arrival.
3. Last Port(s) going back 30 days, with Departure dates.
4. Next Port.
5. Number of Crew / Passengers.

6. Number of Stowaways. If positive, where did they join the ship (if known)?
7. Number of Animals / Pets. Health condition?
8. Deratting / Deratting Exemption Certificate Status.
9. Vaccination Status.
10. Health Status of Yacht and persons, considering the following health questions;-

#### Health questions

- (1) Has any person died on board during the voyage other than as a result of accident? If yes, state particulars
- (2) Is there on board or has there been during the international voyage any case of disease which you suspect to be of an infectious nature? If yes, state particulars
- (3) Has the total number of ill passengers during the voyage been greater than normal/expected? How many ill persons?
- (4) Is there any ill person on board now? If yes, state particulars
- (5) Was a medical practitioner consulted? If yes, state particulars of medical treatment or advice provided.
- (6) Are you aware of any condition on board, which may lead to infection or spread of disease? If yes, state particulars.
- (7) Has any sanitary measure (e.g. quarantine, isolation, disinfection or decontamination) been applied on board? If yes, specify type, place and date.....

Note: In the absence of a surgeon, the Master should regard the following symptoms as grounds for suspecting the existence of a disease of an infectious nature:

- (a) fever, persisting for several days or accompanied by (i) prostration; (ii) decreased consciousness; (iii) glandular swelling; (iv) jaundice; (v) cough or shortness of breath; (vi) unusual bleeding; or (vii) paralysis.
- (b) with or without fever: (i) any acute skin rash or eruption; (ii) severe vomiting (other than sea sickness); (iii) severe diarrhea; or (iv) recurrent convulsions.

11. Crew / Passengers who have joined the Yacht within past 30 days, from where.
12. Shipping Agent.
13. Yacht's contact details: Inmarsat C telex, Facsimile, Telephone, Call Sign.

I hereby declare that the particulars and answers to the questions given in this Declaration of Health (including the schedule) are true and correct to the best of my knowledge and belief.

Master.

#### Port Elizabeth

- 1 Name of Yacht
- 2 Estimated Time of Arrival.
- 3 Last Port(s) going back 30 days, with Departure dates.
- 4 Next Port.
- 5 Number of Crew / Passengers.
- 6 Number of Stowaways. If positive, where did they join the ship (if known)?
- 7 Number of Animals / Pets. Health condition?
- 8 Ship Sanitation/ Ship Sanitation Exemption Certificate Status.
- 9 Vaccination Status of crew/ passengers.
- 10 Date and place of crew/ passengers who have joined the yacht within past 30 days
- 11 Local Shipping Agent
- 12 Yacht's contact details: Inmarsat C Telex, telex, Facsimile, Telephone, Call sign
- 13 Health Status of Yacht and persons, considering the following health questions;-

#### Health questions

- (1) Has any person died on board during the voyage other than as a result of accident? If yes, state particulars
- (2) Is there on board or has there been during the international voyage any case of disease which you suspect to be of an infectious nature? If yes, state particulars
- (3) Has the total number of ill passengers during the voyage been greater than normal/expected? How many ill persons?
- (4) Is there any ill person on board now? If yes, state particulars
- (5) Was a medical practitioner consulted? If yes, state particulars of medical treatment or advice provided.
- (6) Are you aware of any condition on board, which may lead to infection or spread of disease? If yes, state particulars.
- (7) Has any sanitary measure (e.g. quarantine, isolation, disinfection or decontamination) been applied on board? If yes, specify type, place and date.....

Note: In the absence of a surgeon, the Master should regard the following symptoms as grounds for suspecting the existence of a disease of an infectious nature:

- (a) fever, persisting for several days or accompanied by (i) prostration; (ii) decreased consciousness; (iii) glandular swelling; (iv) jaundice; (v) cough or shortness of breath; (vi) unusual bleeding; or (vii) paralysis.
- (b) with or without fever: (i) any acute skin rash or eruption; (ii) severe vomiting (other than sea sickness); (iii) severe diarrhea; or (iv) recurrent convulsions.

I hereby declare that the particulars and answers to the questions given in this Declaration of Health (including the schedule) are true and correct to the best of my knowledge and belief.

Master.

### C. IMMIGRATION PROCEDURES

All vessels are required to clear immigration on arrival at all ports of call in SA either on board or by calling at the Immigration offices in the various ports.

The clearing of commercial yachts has always been an enigma as Immigration were reluctant to clear them as they would a commercial vessel. However, they have since acceded to this request and will normally clear the vessel in as they would a commercial vessel. The important point here is that nationalities that would otherwise have required a visa for entry into SA are allowed into SA as bona fide crew members without having to apply for the visa to enter the country. We attach for your easy reference a communication from Immigration Services – Cape Town which clearly confirms how the yachts must be cleared into SA.

Quote

" Juana Maritz  
Immigration Services  
Cape Town Harbour  
0214211008  
0826697100

>>> Jurie DeWet 10/14/2009 7:13 AM >>>

Dear Juana,

1. There is no legal base to differentiate between any conveyance that enters a port of entry unless section 31 of the Immigration Act, 2002 is applicable. In all other cases there must be strict compliance with section 35 of the Act which is clear with regard to how bona fide crew members and passengers must be dealt with.
2. As you know, bona fide crew members are exempted from visa control. Any passenger on a passenger list must comply with normal entry requirements and passengers from visa restricted countries who want to disembark will have to be in possession of a visa.

Regards,  
Jurie de Wet."  
Unquote

There are however, still times where we argue with Immigration personnel who don't know the rules or don't understand them and try to apply a different rule for a different vessel.

In Cape Town we recently cleared a small yacht into the port and this was done as non commercial. It was therefore lucky that the vessel did not have crew on board who were requiring visas.

The following documentation is required for Immigration at SA ports (can change per port!)

- ☒ 2 x Crew Lists
- ☒ Last ports list (min last 6 ports)
- ☒ Passenger list

As agents we offer the following services for crew changes:

- ☒ On/ Off Signing
- ☒ Supply of "OK to board" letter as requested by the airlines in general for crew
- ☒ Letters of Guarantee for crew if required by their home country.

Seamen's books are generally no longer accepted as official travel documents for entry/ exit into SA.

All incoming crew must have at least two blank pages in their passport on arrival in the country, particularly when arriving by air, otherwise they will be refused entry into the country and boarded on the next departing aircraft to their home!

Visas are not required for the following nationalities (As according to the SA Department of Home Affairs- Updated Jan 11):

Countries exempt from South African visas:

Exempt and intend to stay 90 days or less

If you hold a national passport (diplomatic, official or ordinary) or a travel document for the any one of the following listed countries / territories / international organisations, you will not need to apply for a visa before arriving at a South African port of entry if you intend to stay in the country for 90 days or less:

African Union, Laissez Passer, Liechtenstein, Andorra, Luxemburg, Argentina, Malta, Australia, Monaco, Austria, Netherlands, Belgium, New Zealand, Botswana, Norway, Brazil, Paraguay, Canada, Portugal, Chile, San Marino, Czech Republic, Singapore, Denmark, Spain, Ecuador, St Vincent & the Grenadines, Finland, Sweden, France, Switzerland, Germany, Tanzania (90 days per year from 1 November 2010), Greece, United Kingdom of Great Britain, Iceland, Northern Ireland, Ireland, British Islands of Bailiwick, Guernsey, Jersey, Isle of Man and Virgin Islands, Israel, British Overseas Territories namely: Anguilla, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, St Helena and Dependencies (Ascension Island, Gough Island and Tristan da Cuna), Pitcairn, Henderson, Ducie and Oeno Islands, the Sovereign Base Areas of Cyprus, South Georgia and South Sandwich Islands and the Turks and Caicos Island, Italy, Uruguay, Jamaica, Venezuela, Japan, United States of America

Exempt and intend to stay for 30 days or less

If you hold a national passport (diplomatic, official or ordinary) or a travel document for the any one of the following listed countries / territories / international organizations, you will not need to apply for a visa before arriving at a South African port of entry if you intend to stay for a period of 30 days or less, or are in transit:

Antigua and Barbuda, Barbados, Belize, Benin, Bolivia, Cape Verde, Costa Rica, Cyprus, Gabon, Guyana, Hong Kong (only with regard to holders of Hong Kong British National Overseas passports and Hong Kong Special Administrative Region passports), Hungary, Jordan, Lesotho, Macau (only with regard to holders of Macau Special Administrative Region passports (MSAR), Malaysia, Malawi, Maldives, Mauritius, Mozambique, Namibia, Peru, Poland, Seychelles, Slovak Republic, South Korea (Republic), Swaziland, Thailand, Turkey, Zambia, Virgin Islands, Israel British Overseas Territories namely: Anguilla, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, St Helena and Dependencies (Ascension Island, Gough Island and Tristan da Cuna), Pitcairn, Henderson, Ducie and Oeno Islands, the Sovereign Base Areas of Cyprus, South Georgia and South Sandwich Islands and the Turks and Caicos Island, Italy, Uruguay, Jamaica, Venezuela, Japan, United States of America, Zimbabwe

Exemption for Diplomatic, Official and Service Passport

If you hold a national passport (diplomatic, official and service) or a travel document for the any one of the following listed countries / territories / international organizations, you will not need to apply for a visa before arriving at a South African port of entry if: You intend to stay for the period indicated in brackets below or less

You are in transit, and on condition that your visa exemption status has not been withdrawn by the Department of Home Affairs.

Albania (120 days) Morocco (30 days), Algeria (30 days), Mozambique (90 days) Angola (90 days), Paraguay (120 days), Belarus (90 days), Bulgaria (90 days), Poland (90 days), Cyprus (90 days), Russian Federation (90 days), Comoros (90 days), Romania (90 days), China (PROC)(30 days) (only Diplomatic passport holders), Rwanda (30 days), Croatia (90 days), Slovak (90 days), Egypt (30 days), Slovenia (120 days), Guinea (90 days), Tanzania (90 days), Hungary (120 days), Thailand (90 days), Ivory Coast (30 days) Tunisia (90 days), Kenya (30 days), Vietnam (90 days), Mexico (90 days), Madagascar (30 days)

#### **D. CUSTOMS (SA REVENUE SERVICES)**

Customs officers will generally board your vessel after berthing in most ports. However, again this can vary and in Cape Town it is the norm for the agent to visit the customs office and clear the vessel into the port after arrival. This also applies to yachts berthing at the marina in Durban.

Customs will generally require the following information:

- ☒ 8 x Crew Lists
- ☒ 5 x Crew personal effects lists
- ☒ 5 x Ships stores lists
- ☒ 5 x Nil lists - Stowaways/ Weapons/ Drugs etc
- ☒ 5x last port lists ( min last 6 ports)

Please ensure that if your vessel is carrying Helicopters, these must be declared separately on arrival if it is anticipated that they may be used within the country. Please check before arrival on the protocol required for helicopter movement in the country.

Ships spares being repatriated for repair or replacement must all be declared and permission obtained from Customs prior to removing same from the vessel. The removal of any goods ex the vessel without permission is a serious offence.

## **E. BORDER POLICE**

SA Border Police are quite active in all ports presently and in particular in Durban in an effort to be viewed as being effective. They will normally board the vessel in a group and request the Master to complete various forms that they will have with them. In addition, they may request to search various crew cabins and this must only be done with an officer in attendance at all times. It is advisable to have a crew list ready in case they board the vessel. Border police can also board your vessel at the anchorage and are empowered to search the vessel according to local rules and regulations.

## **F. FIREARMS AND AMMUNITION DECLARATIONS AND REQUIREMENTS**

Any firearms on board are to be declared on arrival to the SA Border Police and Customs and therefore any ammunition is also to be declared as well and is to be kept in a secure area and separately from the firearms under lock and key and in the control of the Master at all times. Customs and of Police may wish to seal the area where the firearms are stored.

We as agents apply for a permit (SAPS 520 – Temporary Import Permit) for the yacht / Master to have issued in advance of the arrival of your vessel.

The following information is required to be supplied to us as agent at least 25 days in advance of arrival so we can submit the permit application to the SA Police within 21 days of arrival in an SA port with weapons:

- ☒ Previous ports of call list.
- ☒ International Ship Security Certificate
- ☒ Current Crew list
- ☒ Dangerous cargo declaration / list.
- ☒ Descriptive details of all arms and ammunition used by the security agents/officers
- ☒ Export permit – Country of origin
- ☒ Written authorization, which permits the export of the firearm from the country of origin.
- ☒ Method of storage/Safekeeping facilities
- ☒ Contact details of vessel agent and/or representative
- ☒ Port stay/Date of departure
- ☒ Copies of passports of all crew who use the weapons
- ☒ Copies of the weapons licenses
- ☒ Copies of the legal license, permit, authorization or any other documentary proof confirming lawful possession of the firearm.
- ☒ Letter of Custodianship (for the weapons)
- ☒ A comprehensive motivation which fully supports the need to possess the firearm.
- ☒ Documentary proof of knowledge on the safe use and handling of the firearm, i.e. training certificate.
- ☒ Equipment list, Firearm description and serial numbers and number of ammunition.
- ☒ Should the applicant intend landing the weapons for hunting purposes; a Letter of Invitation from the farm or park owner/manager.
- ☒ Letter which nominates DEL Shipping & Trading (Pty) Ltd to act on behalf of the vessel in SA ports.
- ☒ Name of the vessel
- ☒ Owner of the Vessel (provide full address; contact details, and registration number)

## **G. CASH TO MASTER**

Please note that Cash in foreign currency denominations can be remitted into SA from your management company or Owners for your stay in SA. This has to be remitted via the agent's office and the banks will charge 1.25% bank commission on the foreign amount remitted into the country. The banks require at least 3 working days to arrange this subject to the amount of foreign currency notes required and the denomination thereof.

Due to high crime in the country, CTM is only delivered by specialist security cash in transit companies for which a charge is levied.

Foreign currency can be changed into local currency (ZA Rand) at most banks and currency exchange offices on request and during normal working hours but only with a valid foreign passport being presented at the time.

## **H. SPARES/ EQUIPMENT AND PROVISIONS IMPORTED**

Spares, equipment and or provisions for the vessel can be sent by courier, airfreight or sea-freight to meet your vessel at the ports in SA. These can be pre-cleared by our offices and we require the following to perform this service:

- ☒ AWB, B/L or Courier docket
- ☒ An invoice in English covering the goods
- ☒ Advise and flight details thereof the goods that are arriving

Please advise all sending parties that all spares should be addressed as follows:

The Master, M/Y (Yacht name)

c/o Del Shipping & Trading (Pty) Ltd

Address of office ( i.e Durban or Cape Town)

Telephone Number - +27 31 303 8000

All packages should be clearly labeled "Ships Spares in Transit" in order to avoid any miscommunication by the courier companies that duties are due.

Please be advised that Customs do not work on the weekends at all so all clearances have to be effected during normal working hours.

Spares/ Provisions etc are all cleared in bond (RIB – removal in bond, duty free) and the goods delivered to the vessel where, after delivery, the documents have to be signed and stamped by the vessel to show customs that they have received same and then we as agents, acquit these documents with Customs to complete the process.

## **I. SECURITY**

Please be aware that stowaways and petty criminals can and do enter the port despite entry controls and therefore you are strongly advised to maintain a watch over the vessel at all times whether in the commercial port or the marina. We do recommend the services of gangway and berth guards for larger vessels at the commercial berths.

## **J. PORT ENTRY AND SECURITY**

The ports are controlled at all entrances and for the large vessels berthed at the commercial berths, we will supply the port entrance security with a crew list to ensure safe passage for the crew movements. All crew should carry their vessel ID on their person at all times when ashore.

## **K. VAT**

SA VAT is payable at a rate of 14%. However, foreign registered vessels are not required to pay VAT. We recommend allowing all documentation from vendors to be processed via our Disbursements in order to avert your having to try and claim back your VAT before sailing.

## **L. FUEL SUPPLY**

Fuel Supply is available in both ports. Low sulphur ADO (automotive diesel oil) and or Gasoil is available.

At Durban the fuel can be taken from a barge which the yacht will go alongside as the bowser in the marina is too small to accommodate the larger yachts. For large yachts based at the commercial berths the barge will supply the vessel, however, only Gasoil can be loaded from the barge.

At Cape Town ADO can be supplied by road tanker with a minimum of 8000 liters.

No fuel can be left in the tanker or returned to the refinery. Alternatively the yacht can go alongside the bunker jetty and take ADO from there. If taking Gasoil then the larger yachts would have to move to a commercial berth in the port and take via pipeline or barge.

#### **M. SERVICES OFFERED BY DELSHIPS**

- ☒ Inward and Outward Customs Clearances
- ☒ VIP Security
- ☒ Spares Clearances
- ☒ Specialist and Normal Vehicle Hire
- ☒ Provisioning
- ☒ Tours
- ☒ Accommodation
- ☒ Repairs and Maintenance
- ☒ Cash to Master
- ☒ Crew Changes
- ☒ Flight arrangements
- ☒ Fuelling and Lubricants
- ☒ Transportation
- ☒ Internet hire facility – 3G modem / sim card

We trust the above information will assist with your planning. Please do not hesitate to ask for further details or specifics.

We look forward to welcoming you to our ports and being of service to you.

Yours Faithfully  
Dave Elton  
Managing Director  
Delships