



Site Occupation Charge for Passenger Vessels Inward Passenger Manifest Declaration

Passenger vessels visiting Sydney Harbour and using the services of Port Authority of New South Wales ('Port Authority') are required to provide inward passenger numbers as the basis for calculating the applicable charges in accordance with our Schedule of Port Charges.

Inward Passenger details should be provided for every passenger vessel visit to a Port Authority facility.

Prior to arrival at the berth, the nominated ship's officer should complete and send a signed copy by email to: revenue@portauthoritynsw.com.au and cruiseops@portauthoritynsw.com.au.

Vessel Details:

Vessel Name:	
Cruise Company:	
Berthed at Port Authority Facility:	
Date of Arrival:	

Passenger Number Details:

Total Number of Inward Passengers as per Manifest (including infants and non-revenue passengers) on board vessel:	
Total Number of Inward Infant Passengers (less than 2 years of age) on board vessel:	
Total Number of Inward Non-Revenue Passengers (temporary cruise staff passengers, excluding crew) on board vessel:	
Total Booked Outgoing Passengers. (Including infants and non-revenue Passengers)	

I declare this Passenger Manifest Declaration is a true and accurate record of the number of passengers on board this vessel at the time of berthing of this vessel.

.....
Signature:

.....
Date:

.....
Ship's Officer's Name and Rank:



For those that have a Login, a copy of this form is available on the Port Authority SHIPS system Homepage:
<https://ships.portauthoritynsw.com.au>