

FREIGHT GUIDE 2011



FinnLink

Kapellskär – Naantali - Kapellskär

FREIGHT GUIDE

DEAR FREIGHT CUSTOMER!

Finnlines Plc, FinnLink traffic specialises in sea transport between Naantali, Finland and Kapellskär, Sweden, we base our activities on the needs of freight traffic.

We operate with three ropax vessels.

This booklet contains useful information on how we operate.

We hope that this guide will provide you with the necessary assistance in various freight-related matters.



CONTENTS

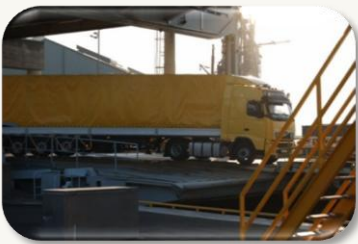
Finnlink transports	4
Timetable	4
Seafreight is comprised of	5
VAT	5
Reservations	6
Freight clearance	7
ISPS	8
Special transports	8
Dangerous goods	8
Forwarding services	9
Stevedoring	9
Vessels	9
Contact information	10-11

FINNLINK TRANSPORTS:

- Road trains
- Lorries
- Trailers (semi-trailers)

We do not transport:

- Caterpillar vehicles on deck
- Rolltrailers (MAFI trailers)



TIMETABLE

An up to date timetable can be found on the Internet at www.finnlink.fi

The basic structure is presented here:

		Naantali - Kapellskär		FinnLink		Kapellskär - Naantali	
		DEP	ARR			DEP	ARR
Mon		09:30	16:30	Finnfellow	Mon	01:00	10:00
Mon		17:00	23:15	Finnsailor	Mon	09:15	18:15
Mon		22:30	05:30	Tue Finnclipper	Mon	21:45	06:45
Tue		09:30	16:30	Finnfellow	Tue	01:00	10:00
Tue		17:00	23:15	Finnsailor	Tue	09:15	18:15
Tue		22:30	05:30	Wed Finnclipper	Tue	21:45	06:45
Wed		09:30	16:30	Finnfellow	Wed	01:00	10:00
Wed		17:00	23:15	Finnsailor	Wed	09:15	18:15
Wed		22:30	05:30	Thu Finnclipper	Wed	21:45	06:45
Thu		09:30	16:30	Finnfellow	Thu	01:00	10:00
Thu		17:00	23:15	Finnsailor	Thu	09:15	18:15
Thu		22:30	05:30	Fri Finnclipper	Thu	21:45	06:45
Fri		09:30	16:30	Finnfellow	Fri	01:00	10:00
Fri		17:00	23:15	Finnsailor	Fri	09:15	18:15
Fri		22:30	05:30	Sat Finnclipper	Fri	21:45	06:45
Sat		09:30	16:30	Finnfellow	Sat	09:15	18:15
Sat		22:30	05:30	Sun Finnclipper	Sat	21:45	06:45
Sun		09:30	16:30	Finnfellow	Sun	09:15	18:15
Sun		12:00	18:30	Finnsailor			
Sun		22:30	05:30	Mon Finnclipper	Sun	21:45	06:45

Exceptions (dockings, season traffic etc) occurs regularly.

SEA FREIGHT IS COMPRISED OF

- Meter-prising (per every 1/4 meter)
- Vehicle fee
includes driver ticket plus stay
in 2 or 4 -person cabin, 2 meals and sauna
- Tonnage and port fees
- VAT 23% (if applicable)

As well as surcharges eg. for oversized loads, dangerous goods, electrical connection, additional charges for special departures, bunker etc.



VAT

Companies registered outside of Finland: VAT 0%.

Companies registered in Finland: all transports made within the EU are subject to VAT (23%). All transports made outside the EU (such as Norway or Russia) are not subject to VAT. In such cases the driver/freight payer must be able to prove that the entire shipment is headed outside the EU, using either export documents or other signed documentation.

Private persons are always required to pay VAT (23%).

For parties subject to VAT, all fees and charges are taxable.

RESERVATIONS

Space for lorries departing from Naantali can be booked with the Naantali reservations centre by telephone, fax or email.

Space for lorries departing from Kapellskär can be booked with the Kapellskär reservations centre by telephone, fax or email.

When booking, please have the following information ready:

- Freight payer
- Unit length
- Unit registration number
- No. of drivers
- Dangerous goods
- Need for electrical connection
- Any oversize loads (extra width and overhead clearance)

Reserved places must be cancelled no later than the times listed below

Departure Kapellskär	cancelled by	Departure Naantali	cancelled by
01:00	15:00	09:30	06:00
09:15	06:00	17:00	13:00
21:45	14:00	22:30	15:00

A no-show fee (60,00 EUR) will be charged if cancellation is made later than at the above mentioned times or if the unit has not been cancelled at all.

Exception to the above mentioned; should you want to cancel your reservation to evening departure from Naantali after 19:00 Finnish time we will debit No Show fee.

Units reserved without registration number will be deleted in accordance with the above times.



FREIGHT CLEARANCE

At check in the driver must be able to give exact information about the vehicle and cargo. We only credit invoices if the mistake is clearly made by Finnlink.

The harbour area should be entered via Järveläntie Main Gate. The vehicle measurements will thus be transmitted to our booking system.

Units which are not cleared and ready for loading one hour before the scheduled departure will lose their reserved place. Semi-trailers, special loads, dangerous goods units or other units that require stevedoring must be cleared and ready to load 1,5 hours before the scheduled departure. Freight clearance will close five minutes before scheduled departure time. The unit can also be placed on a waiting list, but the order number on the list will only be assigned after the unit has contacted check in at the port.

All units must be equipped with the appropriate lashing points. If weather conditions require the securing of loads, vehicles not equipped with the necessary lashing points will not be shipped. Vehicles that carry dangerous goods are always lashed.

The route Naantali-Kapellskär-Naantali is within the LWHA (Low Wave Height Area) which means that Finnlink accepts, in divergence with the standard, only two securing points per side.

This means for road trains that each component, i.e. the motor vehicle and each trailer respectively has two (2) securing points per side. Semi-trailer has two (2) securing points per side, a towing coupling at the front of the towing vehicle is sufficient for two lashings.

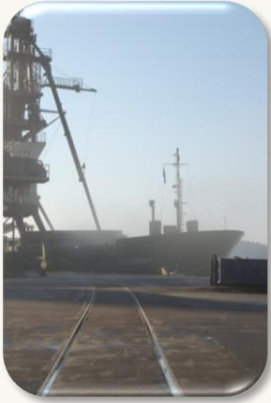
Vehicles with a total mass less than 3,5 tons do not require securing points. Lashing points should be constructed according to the appropriate standard (for detailed information on this, contact the vehicle manufacturer in question).

A trailer/lorry must be used to transport machinery and equipment with caterpillar tracks. The back door (gangway) for horse transport vehicles must be closed during voyage.

The storage of units containing dangerous goods is not allowed in the port area. Placards required for units transporting dangerous goods can be purchased from Finnlink offices.

If the overall weight of a combination vehicle does not exceed 90 tonnes, all Finnlink vessels can carry it. With overall weights exceeding 90 tonnes always check with us beforehand

ISPS



For access to the harbour area a permit is needed.

In Naantali, surveillance system requires a vehicle permit that is connected to licence plate number. This permit is free of charge.

Kindly contact Naantali Harbour authorities if any questions should arise, tel. +358 (0)2 437 5515. Anyone accessing the harbour area need to be able to prove their identity if need be.

You can prove your identity e.g. with a driving licence, passport or company ID tag (photo).

SPECIAL TRANSPORTS

Our vessels can take loads that are max 4,80 meters high and 6,5 meters wide.

Surcharges are levied on over-wide transports, please ask specifics from sales. There is no surcharge levied for excess height or empty extra width. Oversized units are charged according to the overall length.

The route to the harbour in Naantali for oversized units is via Satamatie.

Heavy transports:

With overall weights exceeding 90 tonnes always check with us beforehand.

DANGEROUS GOODS

Finnlink transports dangerous goods in accordance with the Memorandum of Understanding for the Transport of Packaged Dangerous Goods in the Baltic Sea, LWHA.

Please ask for a copy of our dangerous goods booking form to help you with your booking.



FORWARDING SERVICES

FinnLink AB (Sweden) provides goods intakes for customers (hemtagning in Swedish). You should always check beforehand with Terminal Manager Mats Öhman (tel +46 (0)176 207 615).

FinnLink AB (Sweden) will debit according to a valid pricelist.

More information from customs offices:

Finland tel. +358 (0)20 690 600 (tulli.fi)

Sweden tel. +46 (0)771-520 520 (tullverket.se)



STEVEDORING

The loading and unloading of CTUs, semi-trailers, various types of machinery and equipment that have no assigned driver is handled by stevedoring personnel at ports. More information from freight sales.

Documentation for trailers must be provided well in advance before loading.

VESSELS

All our vessels have reserved space from dining area specially for professional drivers. The sauna is just for their use.

You can check route alternatives and print them from a map service onboard.

Smoking is allowed only in special smoking areas. There is also an alcometer for your use onboard.

There is no Tax Free sales on board. The Sailors Shop stocks the most popular candies, tobacco goods and alcoholic beverages.



CONTACT INFORMATION

Freight booking

Kapellskär

Tel +46 (0)176 207 600
booking@finnlink.se
Fax +46 (0)176 207 621

Naantali

Tel +358 (0)10 436 7600
booking@finnlink.fi
Fax +358 (0)10 436 7649

Kap weekdays 8-16

Nli week days 8-17

Evenings and weekends reservations are made only to following departure.

Freight check in

Kapellskär

Tel +46 (0)176 207 600
Fax +46 (0)176 207 622

Naantali

Tel +358 (0)10 436 7635
Fax +358 (0)10 436 7640

Kap week days 05:30-01:00

Nli week days 06:00-22:30

Open weekends at departure/arrival times.



Freight sales: Marketing Manager Sweden, Norway, Denmark, Russia, continent
Oktay Akbulat

Tel +46 (0)176 207 610

Freight sales rep. Claes Eberson

Tel +46 (0)176 207 612

Sales Manager Finland

Pertti Väänänen

Tel +358 (0)10 436 7655

Freight Sales Promotor Riitta Mäkinen

Tel +358 (0)10 436 7645

Customer service: Customer Service Manager Naantali Sari Vilen

Tel +358 (0)10 436 7639

Terminal Manager Kapellskär Mats Öhman

Tel +46 (0)176 207 615

Damages: Traffic Manager, Safety Advisor
Herrick Sundman

Tel +358 (0)50 565 7650

Financial: Invoicing Tuuli Kavaja

Tel +358 (0)10 436 7622

Controller Outi Simelius

Tel +358 (0)10 436 7625

Email:

forename.lastname@finnlink.fi in Finland (+358) och
forename.lastname@finnlink.se in Sweden (+46).

Thank you for your interest for this guide. As we value your opinion and want to improve the quality of our service your feedback is more than welcome. There are feedback forms onboard the vessels and in the terminals. You can also contact customer service by email:

customerservice@finnlink.fi or
sales@finnlink.fi or sales@finnlink.se

For useful information consult the following websites:

finnlink.se, finnlines.com,
tulli.fi (Finnish customs), tullverket.se (Swedish customs)
scandlines.se, stenaline.se



We reserve the rights to all text in this Guide.
We also reserve the right to changes.