All additional requirements in one convenient list

Connecting to the Portbase services is extremely easy. An online application form for each service is available at our website, www.portbase.com. **However: please note!** For a number of services, our partners in the logistical chain have established additional requirements of their own. This might be a permit, specific user number or a terminal contract. The **chart here** shows you exactly what's involved.

Customs, NWVA, Harbour master, Secure Logistics

You will need to take care of additional requirements from Customs, the NVWA, Harbour master or Secure Logistics with these organisations directly. Then, enter the permit (or other type of) number they provide in the indicated field(s) on the application form for the Portbase service to which you wish to connect.

Terminals

You can download terminal contracts via our online application form for the service in question. Fill in and scan this terminal contract, then return it to us (via upload) at the same time you submit the digital application form. We will take care of further processing with the terminal(s) on your behalf.

For a number of terminals there is an umbrella terminal contract*. You can sign this directly in the online application form. These are the participating terminals for the umbrella contract: CCT Moerdijk, Kloosterboer, TMA Amsterdam, Verbrugge.

Click here for an overview if all participating terminals and depots.

Questions?

Our Service Desk will be happy to assist you. You can reach them at +31 (0)88 625 2525 and servicedesk@portbase.com.

For more information on participation requirements established by our partners, refer to their websites:

Customs:	www.belastingdienst.nl/customs
NVWA:	https://english.nvwa.nl/
Secure Logistics:	www.secure-logistics.nl/en_GB/
Port of Rotterdam:	www.portofrotterdam.com/en
Port of Amsterdam:	www.portofamsterdam.com/en
Groningen Seaports:	www.groningen-seaports.com/en/
Port of Harlingen:	www.portofharlingen.nl

Here's how you connect!

- ⊠ System Interface
- ⊕ Web Interface

Permits / information / contracts / certificates needed

Vessel Call

Service	Interface	Permit for receipt of electronic message traffic (Customs)	Permit for electronic message traffic for Customs transport (Customs)	Local Clearance placement permit / Local Clearance import permit (Customs)	Permit for outgoing electronic message traffic (Customs)	Permit allowing electronic notifications (NWVA)	EORI number (Customs)	ECT contract (terminal)	APMTR contract (terminal)	Barge Center Waalhaven contract (terminal)	RWG contract (terminal)	APM Terminals MVII contract (terminal)	EAN number (Secure Logistics)	Port Authority ID (Harbour Master)	Guarantee of debtor number (Harbour Master)	Guarantee of credit number (Harbour Master)	Permit Authorized Consignee	Umbrella terminal contract*
39 Notification Crew and Passengers	Web						●											
2 Notification Dangerous Goods	System, Web													●				
41 Notification Ship's Stores	Web						●											
1 Notification Waste Disposal	Web													●				
5 Statement Harbour Dues Amsterdam	Web													●	●			
4 Vessel Notification 1.0 and 2.0	System, Web	●					●							●				

Import Cargo Management

Service	Interface	Permit for receipt of electronic message traffic (Customs)	Permit for electronic message traffic for Customs transport (Customs)	Local Clearance placement permit / Local Clearance import permit (Customs)	Permit for outgoing electronic message traffic (Customs)	Permit allowing electronic notifications (NWVA)	EORI number (Customs)	ECT contract (terminal)	APMTR contract (terminal)	Barge Center Waalhaven contract (terminal)	RWG contract (terminal)	APM Terminals MVII contract (terminal)	EAN number (Secure Logistics)	Port Authority ID (Harbour Master)	Guarantee of debtor number (Harbour Master)	Guarantee of credit number (Harbour Master)	Permit Authorized Consignee	Umbrella terminal contract*
14 Cargo Declaration Import	System, Web	●					●											
15 Declaration Food and Consumer Products	Web					●	●											
7 Inspection Portal	Web	●																
16 Notification Import Documentation	System, Web						●	●	●	●	●	●						●
12 Notification Local Clearance 2.0	System, Web	●		●			●	●	●		●	●						
21 Pre-arrival Cargo Declaration Import (4h)	System, Web	●					●											
17 Transit Declaration	Web		●				●	●	●	●	●	●						

Organization of Hinterland Transport

Service	Interface	Permit for receipt of electronic message traffic (Customs)	Permit for electronic message traffic for Customs transport (Customs)	Local Clearance placement permit / Local Clearance import permit (Customs)	Permit for outgoing electronic message traffic (Customs)	Permit allowing electronic notifications (NWVA)	EORI number (Customs)	ECT contract (terminal)	APMTR contract (terminal)	Barge Center Waalhaven contract (terminal)	RWG contract (terminal)	APM Terminals MVII contract (terminal)	EAN number (Secure Logistics)	Port Authority ID (Harbour Master)	Guarantee of debtor number (Harbour Master)	Guarantee of credit number (Harbour Master)	Permit Authorized Consignee	Umbrella terminal contract*
42 Hinterland Container Notification Barge	System, Web												●					
42 Hinterland Container Notification Road	Web												●					
25 Rail Planning	System, Web												●					

Export Cargo Management

Service	Interface	Permit for receipt of electronic message traffic (Customs)	Permit for electronic message traffic for Customs transport (Customs)	Local Clearance placement permit / Local Clearance import permit (Customs)	Permit for outgoing electronic message traffic (Customs)	Permit allowing electronic notifications (NWVA)	EORI number (Customs)	ECT contract (terminal)	APMTR contract (terminal)	Barge Center Waalhaven contract (terminal)	RWG contract (terminal)	APM Terminals MVII contract (terminal)	EAN number (Secure Logistics)	Port Authority ID (Harbour Master)	Guarantee of debtor number (Harbour Master)	Guarantee of credit number (Harbour Master)	Permit Authorized Consignee	Umbrella terminal contract*
32 Cargo Declaration Export Bulk / Containers	Web				●		●											
36 Clearance NCTS Export Containers	Web		●				●										●	
33 Exit Summary Declaration	Web						●											
30 Notification of Arrival ECS Cargo	Web				●		●											
29 Notification of Arrival Export Containers	System, Web				●		●											
38 Notification Verified Gross Mass	Web						●											