

**WORKING HOURS FOR GOODS ACCEPTANCE 2021**

Commercial operations at TSG will be executed at following working hours:

**CONTAINERS**

from Monday to Friday

- Acceptance from 06:30 to 20:30
- Loading/Unloading from 06:30 to 20:30

Saturday

- Acceptance from 06:30 to 12:30
- Loading/Unloading from 06:30 to 12:30

**ROLLING VEHICLES (International Traffic)**

from Monday to Friday

- Acceptance from 08:00 to 12:00  
from 13:30 to 16:30
- Loading/Unloading from 08:30 to 12:30  
from 14:00 to 17:00

**CAR (National Traffic)**

from Monday to Friday

- Acceptance from 07:30 to 16:30
- Loading/Unloading from 08:30 to 17:00

**GENERAL CARGO**

from Monday to Friday

- Acceptance from 07:00 to 16:00
- Loading/Unloading from 08:00 to 17:00

Saturday

- Acceptance from 07:00 to 12:00
- Loading/Unloading from 08:00 to 13:00

Terminal San Giorgio S.r.l. unipersonale

Sede legale: Ponte Libia, Palazzina Uffici – 16149 Genova – Italia

Tel. (+39) 010 0894 412/413 – Fax (+39) 010 0894 419

e-mail: [amministrazione@terminalsangiorgio.it](mailto:amministrazione@terminalsangiorgio.it)

Cap. Soc. € 5.000.000 interamente versato – R.E.A. N° 408982 – C.F./P.I. 01425220991



TSG, for good acceptance and pick-up, will be closed on January 1st and 6th , Easter and Easter Monday, April 25th , May 1st , June 2nd and 24th, August 15th , November 1st , December 8th/25th and 26th.

### **GENERAL CARGO**

Discharging and pick up reservation have to be sent via e-mail to our Cargo Office to the following address [ufficiomerci@terminalsangiorgio.it](mailto:ufficiomerci@terminalsangiorgio.it)

- Within 9:00 for operations to be executed during II° shift of the same day
- Within 15:00 for operations to be executed during I° shift of the next day

Receiving and picking up of cargo out of above reported working hours need to be previously agreed with our Cargo Office.

For specific packages above 30 tons weight, or over 12 meters length, the arrival date has to be authorized from our Cargo Office. It will be necessary to include, in the booking message, the technical drawings with lifting points and to state eventual handling restrictions.

### **CONTAINERS**

As per SOLAS 74 rule, it is compulsory the communication of the Verified Gross Mass (VGM) of each container and without it the loading on board a vessel is not authorized. For this reason, the Terminal does not accept containers without VGM.

The discharging reservation will have to be communicated to the Terminal by EDI FILE COPARN STANDARD SMDG in D95B/D00B format including the VGM. It will not be accepted any communication of the VGM data in paper form. In the case the VGM will not be transmitted with the COPARN, it could be insert on the E-Port portal.

The opening hours of the Cargo Office are from 07:00 to 19:00 therefore, with regard to the unloading / reloading operations to be carried out between 6:30/7:00 and 19:00/20:30, please check the status of the reservations on our website [www.terminalsangiorgio.it](http://www.terminalsangiorgio.it) in the section CONTAINER IMPORT CHECK and CONTAINER EXPORT CHECK.

### **IMPORT CARGO PICK UP**

GENERAL CARGO: delivery order + custom clearance have to be sent via mail to [ufficiomerci@terminalsangiorgio.it](mailto:ufficiomerci@terminalsangiorgio.it) + [dogana@terminalsangiorgio.it](mailto:dogana@terminalsangiorgio.it)

CONTAINERS: the Forwarder will have to insert the pick up reservation in the Genoa Port Authority system E-Port

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### **IMO CARGO HANDLING**

TSG is authorized to store classes 8+9 dry IMO containers (no tanks or flexitanks) sub receiving a 48 Hours notification to our Cargo office. Other IMO classes will be forwarded to other bordering IMO park close to our Terminal.

Please be informed that, in lack of the Terminal confirmation of acceptance availability and in lack of the arrival notice and storage authorization at IMO park released by the Port Authority, IMO cargo/containers could not be handled through our gate and all arising extra costs and related consequences will be on customer's account

### **ACCEPTANCE OF USED VEHICLES**

Used vehicles need to have following features, otherwise they will not be accepted:

- be self propelled and not over the regular payload
- driving cabin must be clear from cargo
- cargo on top must be well lashed and secured
- chassis number must be clearly visible

### **ACCESS / PORT PERMITS**

Requests for entry to Terminal San Giorgio must be forwarded to the office [programming@terminalsangiorgio.it](mailto:programming@terminalsangiorgio.it) indicating the date, time and motivation. Each visitor authorized to access must be equipped with PPE (helmet / high visibility jacket / accident prevention shoes / mask) and comply with the containment measures of the COVID-19 virus. Further information will be available at the access points at the Terminal.

### **CONTACTS AND GENERAL SERVICE CONDITIONS**

For any further information and assistance on the General Terminal Service Conditions and to find our contacts please visit our site [www.terminalsangiorgio.it](http://www.terminalsangiorgio.it)

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