

2023 Agency Fees and Charges

Suggested Schedule of Fees and Charges for Vessel Agency and Cargo Services Performed by Steamship Agents

This schedule has been established by the Shipping Federation of Canada for the Guidance of Shipowners and Shipoperators as well as importers and exporters requiring the services of steamship agents at Canadian Atlantic, St. Lawrence River, Great Lakes Ports, including Churchill, Manitoba and the West Coast.

- The following fees and charges cover all services normally performed by agents. Such fees and charges are not mandatory and may vary between individual agents.
- Should other services be required, agents shall be entitled to additional compensation; the amount of which is to be determined by mutual arrangement. For vessel services this will include such matters as general average, strandings, collisions etc.
- Agents' out-of-pocket expenses to be reimbursed, including cables, telegrams, telex, ship's mail, postage and petties, photocopying telephone tolls, customs charges, bank transfer charges, crew transportation and other expenses not customarily assumed by an agent, including transportation and subsistence of necessary personnel to attend vessels, as well as the cost of attendance on vessels outside of normal weekday office hours which is provided in conformity with the regulations published under part III of the Canada Labour Code.
- Owners or disponent owners to advance funds to agents on application to cover estimated disbursement. When agent is required to advance funds, a charge of 2 ½ % disbursing fee for each 30-day period or part thereof to cover interest and insurance will be assessed.

I. Agency Fees – Atlantic Ports, St. Lawrence River, Great Lakes Ports and the West Coast

Schedule A – Basic Fees			2023 (\$)
1.	Discharging only, or loading only full or part cargo, including lightening and/or shifting cargo for seaway draft		
	a)	Cargoes not exceeding 5,000 tonnes	5,030.00
	b)	Over 5,000 tonnes	5,795.00
	c)	Over 10,000 tonnes	6,705.00
	d)	Over 15,000 tonnes	7,075.00
	e)	Over 20,000 tonnes	7,455.00
	f)	Over 25,000 tonnes	7,625.00
	g)	Over 30,000 tonnes	7,815.00
	h)	Over 35,000 tonnes	8,015.00
	i)	Over 40,000 tonnes	8,185.00

Schedule A – Basic Fees			2023 (\$)
	j)	Over 60,000 tonnes	8,370.00
	k)	Over 80,000 tonnes	8,560.00
	l)	Over 100,000 tonnes	8,760.00
	m)	Over 160,000 tonnes	8,925.00
2.	Discharging and loading full or part cargo (same agent, same port): for each operation, above fees less 25%.		
3.	Supervisory services. Acting on behalf of owners when vessel consigned to charterers agent or acting on behalf of charterers when vessel consigned to owners agent: 60% of fees as per items 1, 2, 4, 5, 6, 7, 8 and item 4 Schedule B - Additional Fees as applicable.		
4.	Owners' agency (time chartered vessel). Attending to husbandry matters on behalf of owners for vessels on time charter – per port		2,980.00
5.	Vessel calling for:		
	a)	Orders and / or bunkers only	2,470.00
	b)	Delivery or re-delivery only	2,405.00
	c)	Dry-docking / repairs	2,740.00
	d)	Fitting or securing for grain or other bulk cargo only	2,650.00
	e)	Cleaning for grain or other bulk cargo only	2,650.00
	f)	Hull Cleaning	2,650.00
6.	Additional daily fee to be assessed on all the above items after the first three (3) days. In the event that a vessel is immobilized due to strikes, lockouts, etc. beyond the control of the vessel, Master and / or owners, sixty percent (60%) of the applicable daily rate to apply during the period of the immobilization; thereafter full fees are payable		475.00
7.	a)	Attendance on vessels transiting Seaway westbound	2,650.00
	b)	Attendance on vessels transiting Seaway eastbound	2,650.00
	c)	Vessels stopping at Montreal either before transiting Seaway westbound or after transiting Seaway eastbound for purposes of installing or removing Seaway fittings (exc. radio telephones).	1,490.00
8.	Supervising, coordinating and accounting services performed by General Agent in connection with vessels calling at U.S. and Canadian Ports.		
	a)	Per Port	1,145.00
	b)	Minimum per round voyage	1,550.00

Schedule B – Additional Fees		2023 (\$)
1.	When vessel required to call at more than one berth in any one port, under the same agent for each extra berth.	620.00
2.	When agent is required to arrange	
	a) Delivery or re-delivery	1,290.00
	b) Dry-docking / repairs	1,290.00
	c) Fumigation	1,015.00
	d) Fumigation and crew accommodations	2,040.00
	e) Fitting or securing for grain or other bulk cargoes	1,425.00
	f) Cleaning for grain or other bulk cargoes	1,230.00
	g) Cutting import / export documentation for each B/L and / or advice	115.00
	h) Carrier Code Application	310.00
	i) Bond Application / Renewal Only (excludes cost of bond)	310.00
3.	When attention required after vessel's departure:	
	a) Stowaways and crew members missing or deserting minimum per man	555.00
	b) Crew members remaining in hospital	
	Per man first seven days or part thereof	555.00
	Per week thereafter	325.00
4.	Fees for attending crew change (per operation)	
	a) First person	285.00
	b) For each additional person	185.00
	c) 9 to 25 persons (lump sum)	1,395.00
	d) 26 person and over	By arrangement
5.	On-board cellular telephone equipment requested by the vessel, excluding line time – per day	90.00
6.	When vessel required to have an arrangement with a Response Organization (RO)	
	a) Registration and initial filing	275.00

Schedule C – Additional Fees		2023 (\$)
A.	Export – per bill of lading	115.00
	This fee covers some or all of the following value-added services provided to the exporter	
	a) Cargo tracing	
	b) Bill of Lading production	
	c) Booking acknowledgement	
	d) Coordination of CBSA / Customs documentation	
B.	Import – per Bill of Lading	115.00
	This fee covers some or all of the following value-added services provided to the importer	
	a) Preparation of Arrival Notice	
	b) Cargo tracing	
	c) Fulfillment of requirements of CBSA / Customs (including ACI Reporting)	
	d) CFIA / Agriculture, Police and Coast Guard etc.	
C.	Late documentation or corrections to documentation:	
	a) Per Bill of Lading	115.00
D.	Scrap Cargo	
	a) Performing Forwarding Service	805.00

II. Agency Fees – Churchill, Manitoba

At the Port of Churchill, the applicable fees will be 120% of the fees specified in Schedule "A", Schedule "B" and Schedule "C" above.