



DELIVERY INSTRUCTIONS

 **LIVORNO, ITALY**
Terminal CILP
Varci Valessini
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57100 Livorno, Italy

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POC: Elena Chiesa

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Hours of Operation: - Monday-Friday 8:00am-12:00pm, 1:00pm-5:00pm

Cargo Delivery/ Customs Clearance Requirements:

1. Port cut-off: 48 hours prior to vessel's arrival
2. Appointments **SHOULD** be made 24 hours in advance when service handling (forklift or crane) are required for load.
3. Drivers are required to hold a Livorno Port Authority issued pass to enter the terminal.
 - a. Without a pass, you **MUST** call our office so we, the local agent can get the authorization required from the Port Authority. In this case, **we will need:**
 - i. A Copy of the Driver's I.D
 - ii. License Plate #
4. **Customs Procedures:** Police Authorization is required for **ALL USED** units inside the terminal to verify chassis numbers as well as required customs documentation:
 - a. Original title
 - b. Original Certificate of Property
 - c. Copy of the Selling Invoice
5. There is no age limit for POVS or High Heavy Units.
6. Damaged/ Non-running/ Salvage units are allowed to ship if declared as "Damaged Vehicle"
7. Free Time:
 - a. SP Cars/ Vans (up to 5m long) = 5 days from entry into the port
 - b. All other Cargo = 20 days from entry into the port
8. Classic Cars (Cars older than 30 years) are allowed to ship with Original Title, Original Certificate of Property and Customs Invoice
9. **HAZMAT Units** require Multimodal form with all necessary formalities for authorities

Mandatory Documents for Customs and Agents:

1. In the case that customs doc (mod. T1) has already been issued at origin, no other documentation is required.
2. In case we have to issue the T1, we will need the following at the time of delivery:
 - a. A copy of the selling invoice
 - b. Packing List (if cargo is boxed, in containers, or on a pallet)
 - c. Original Title
 - d. Original Certificate of Property