



TasPorts

Port Identity & Proximity Card Application Form

OFFICE USE ONLY		
Application received	_____	
Input Cardax	_____	
PIP Card #	_____	
Input by	_____	
Payment by	C/Card	Invoice
Debtor ID #	_____	
Processed by	_____	

PIP Card Type

Port User Contractor Cruise Ship (Season Pass) Tasports Staff

Personal details

Title Mr / Mrs / Miss / Ms

First Name: _____ Second Name _____ Surname _____

Have you been known by any other name? Yes/ No

(If yes please provide details) _____

Contact details

Current Residential Address

Number _____ Street _____ Suburb _____

Post Code _____

Sex Male / Female

Date of Birth ____/____/____

Country of Birth _____

Port access requirements

Have you completed the TasPorts online induction? YES/ NO

Employer _____

Applicant's Job Description _____

Phone (B) _____ (H) _____ (M) _____

Access to the following ports is requested :-

Bell Bay Burnie Devonport Hobart

Reason access is requested:

Employer Address: Number _____ Street _____ Suburb _____

Post Code _____ Employer Phone No# _____

Times of access required: _____ to _____ Mon-Fri Sat – Sun

Authorising person at parent company:

Name _____ Position _____

Signature _____ Contact Phone No# _____

Identification

Have you attached a copy of your identification with your application form? YES/NO

Drivers Licence No# _____ State of Issue _____

Do you have a current Maritime Security Identification Card (MSIC)? Yes/ No

(If yes, please provide your MSIC number) _____

Do you have more then one Tasports PIP Pass? Yes/No

If yes please state other company names under which you currently hold a pass:

Postal Address (If same as above write “Same as above”)

Number _____ Street _____ Suburb _____

Post Code _____

Contact in case of emergency

Relationship _____

Name _____ Phone _____

<p>Declaration;</p> <p>1. I declare that the information contained within this application and any attachments is true and correct and that if I willingly omit or provide information that is false Tasports may refuse access to Tasports facilities. Tasports reserves the right to restrict or deny access to Tasports facilities if <i>operational need of access</i> cannot be established by the applicant.</p> <p>2. I have read and understood the attached regulations relating to Tasports Proximity card use.</p> <p>3. I acknowledge that it is a requirement to successfully complete a Tasports induction to gain entry to a Tasports facility.</p> <p>Signature _____ Date ____/____/____</p> <p><i>Office use only</i></p> <p>Application: Approved/ Not approved</p> <p>Authorised Security Delegate: Signature _____ Date ____/____/____</p>



Tasmanian Ports Corporation Pty Ltd
 ABN 82 114 161 938
 GPO Box 202
 Hobart Tasmania 7001
 Phone: +61 3 6222 6037
 Fax: +61 3 6231 5669

TAX INVOICE

Billing Details

<u>PASS TYPE</u>	<u>ADMINISTRATION FEE</u> (Incl GST)	<u>PASS DURATION</u>
PORT USER PASS	\$ 30	12 MONTHS
CONTRACTOR PASS	\$ 20	DURATION OF CONTRACT (MAXIMUM 12 MONTHS)
CRUISE SHIP PASS (NOT – FOR – PROFIT)	\$ 20 FREE	DURATION OF CRUISE SHIP SEASON DURATION OF CRUISE SHIP SEASON
REPLACEMENT PASS	\$ 20	DURATION REMAINING ON PASS

If claiming an exemption under Not – for – Profit, please provide details of your organisations role during the cruise ship season and the basis of your claim for exemption.

I would like to purchase a

Port User Pass Contractor Pass Cruise Ship Pass Exemption

In the name of _____

Payment options:

- * Bill parent company (**Purchase order or requisition order MUST be provided with completed application**)
- * Credit Card (complete below)

Credit Card Details

Name on Card _____

Credit Card Type: Visa / MasterCard / BankCard

Credit card number _____

Expiry date ____/____

*TAX INVOICE

This document will become a tax invoice for GST purposes upon completion of this form and payment of the prescribed fee. Please photocopy this page and retain the photocopy for your records.

SUBMIT this completed form with payment details by fax or post to commence your application.



PROXIMITY CARD GUIDELINES

1. Cards are not to be lent or borrowed.
2. Any lost cards are to be reported immediately.
3. Cards must be used to enter and exit the Port Facility.
4. Users must swipe their card every time they enter and exit the port, even if they are a passenger in a vehicle.
5. Vehicles must enter the port one at a time.
6. Pedestrians must enter the Port Facility using pedestrian access gates and keep to designated walkways with the Port Facility
7. Passengers in a vehicle must be accompanied by an authorized user of the Port with an access control card. Anyone entering the Port Facility as a visitor must first be verified as an authorized visitor and must be signed in at the security station at the Port Facility.
8. Access is for work purposes only. No one is authorized to access the port unless they are engaged in legitimate port activities.
9. You must access the port with the PIP card associated to the parent company on whose behalf you are employed in the port facility.

IMPORTANT

Any person failing to comply with the conditions of entry and proximity card usage may have their access rights from the wharf area withdrawn.

Tasports Corporation constantly monitors its Port Facilities with security cameras. Footage taken from camera operations is compliant for use as court evidence and will be used for prosecution under the Maritime Transport and Offshore Facility Security Act 2003, The Criminal Code Act 1924 and the Police Offences Act 1935.

Breaches of the above conditions constitute offences under the Maritime Transport and Offshore Facility Security Act 2003, the Criminal Code Act 1924 and the Police Offences Act 1935 and prosecution under these acts may follow.

Fines of up to \$5000.00 apply for non-compliance with Port Security Requirements

A handwritten signature in blue ink, appearing to read "Hugh Eagling".

Hugh Eagling
Port Security Officer



Checklist for completing Port Identity & Proximity Card Application Form

- € **All details to be completed**
- € **Employer to fill out and sign “[Authorising person at parent company](#)” (Page 2)**
- € **Declaration has to be signed by applicant (Page 2)**
- € **Purchase order/ Requisition order or Credit Card details to be attached (Page 3)**
- € **Copy of Photo Identification (eg. Driver’s licence, MSIC card, Passport) and another form of Identification (eg. Medicare card) to be attached**

Completed form can be dropped back into **any TasPorts office** and will be forwarded to Hobart for processing, or

Post completed form to: **GPO Box 202, Hobart 7001**, or

Fax to **03 6231 5669**

Please allow 5 to 10 working days for processing and then contact any TasPorts office to have photo taken and card issued.

Please Note:

- **TasPorts does not follow up on applications. Responsibility lies with the applicant**
- **Port Identity & Proximity Cards will not be posted out**