

# Comunicado

**PORTONAVE**

Dear Carriers,

In order to standardize the information received regarding the free time agreed (storage & monitoring) between carriers and their customers with the Terminal, we inform that all agreements received until 01-May-2018 will be subject to review.

Therefore, so that we may review the agreements correctly, we kindly ask you to fill out the spreadsheet attached with the current agreed terms. Please be informed that as of 01-June-2018, only standardized spreadsheets will be accepted. By doing this, we aim to improve the communication between the Terminal and Carrier, as well as, enhance agreements' management and correctly segregate costs during billing.

It is important to emphasize that all agreements must be sent at least 48hrs prior to the initiation date. Agreements submitted with delays will only become valid after 48hrs of receipt, therefore, it will no longer retroact.

If you have any questions, please feel free to contact us by e-mail: [faturamento@portonave.com.br](mailto:faturamento@portonave.com.br) or by phone (47) 2104-3324, 2104-3375 or 2104-3334.