

**Port Agency Appointment &  
Pro-forma Disbursement Account Request**



COSTAMARE SHIPPING COMPANY S.A  
60 Zephyrou str. & Syngrou ave.,  
175 64  
Athens  
Greece

12 Feb 25

**To** Sul Trade Agenciamentos Maritimos Ltda t/a Sultrade Shipping Agency  
161 Andrade Neves Street  
96200140  
Rio Grande  
Brazil  
Phone : +55 5332353500  
Email : sultrade@sultradeagency.com  
Website : www.sultradeagency.com  
VAT Number : 10432546000175

**Subject** **AEOLIAN / Voyage BR-ES / Barcarena / CTH-250080-1**

We hereby appoint you to perform the below services on board of our vessel during her call at the mentioned port.

NO EXPENSE SHALL BE ACCEPTED FOR ANY OPERATION WHICH WILL BE REQUESTED BY CREW WITHOUT WRITTEN APPROVAL OF COSTAMARE OR TECHNICAL MANAGERS OFFICE

**Vessel Details**

**Vessel**

**Name** AEOLIAN  
**Built** 2012  
**Flag** LBR - Liberia  
**Classification society** Nippon Kaiji Kyokai

**Main details**

**Type** Bulk Carrier  
**DWT** 83478  
**LOA (m)** 229  
**Beam (m)** 32.26  
**Draft SW S/W/T** 14.598 / 14.29 / 14.9  
**GT / NT** 44366 / 27201  
**Suez GT / NT** 45645 / 42166  
**LBP (m)** 224  
**Molded depth (m)** 20.2  
**Lloyds/IMO no.** 9580209  
**Call sign** 5LBL7

**Dry**

**No. of holds** 7

**Ship Manager  
Details**

**Name** Navilands Greece  
**Address**  
**Country** Greece  
**E-mail** noemail@da-desk.com

**Attachments**

**Attachment 1** [Invoicing Details.pdf](#)  
**Title** Invoicing Details  
**Description** Maraldi Marine Corp. 80 Broad  
Street, Monrovia, Liberia  
c/o COSTAMARE SHIPPING

S.A.  
60, Zephyrou Str. & Syngrou  
Avenue, 17564, Palaio Faliro ,  
Athens, Greece

### Communication

**Satellite phone 1** +870 773989674  
**E-mail** aeolian@infinitymail.eu

### Port Call Details

<b>Vessel</b>	AEOLIAN	<b>ETA</b>	15 Feb 25 - 12:00
<b>Voyage Number</b>	BR-ES	<b>Next Port</b>	Cartagena
<b>Port</b>	Barcarena	<b>Previous Port</b>	Singapore
<b>Country</b>	Brazil		

### Cargo / Activity Details

**Activity # 1** Non-Commercial  
**Remark** 3 ON & 3 OFF-signers UKR&PHIL.

### Contact Person Details

#### Contact 1

<b>Name</b>	Cpt. Alexander Nazarov
<b>Phone</b>	+302109490131
<b>Mobile</b>	+306974801248
<b>Email</b>	ops.dry@costamare.com,dry@costamare.com

### Your instructions

The Agent acts strictly for and on behalf of the Principal and will not use or communicate confidential information of the Principal for the Agent's own purposes or for those of a third party. The Agent acknowledges that all information is the property solely of the Principal and agrees that the Principal has the right to use and communicate all such information for all purposes including statutory, audit, accounting and management reporting.

**Service Request for Crewing** In order for us to assess the potential costs at this port, kindly provide your indicative prices for the following services by submitting through the DA-Desk Platform ;

**Service Request for Technical** In order for us to assess the potential costs at this port, kindly provide your indicative prices for the following services by submitting through the DA-Desk Platform ;

**Service Request for Quality / Safety** In order for us to assess the potential costs at this port, kindly provide your indicative prices for the following services by submitting through the DA-Desk Platform ;

**Introduction** All Husbandry matters/communication must be dealt with directly with the Operator  
- All communication should be prefixed with: vessels name / voyage number / port name  
- Please ensure that your contact details Tel/Fax/Email/PIC are included within the PDA submitted as well as AOH details.

Note:

DA-DESK is our disbursement account administration and processing department, and will not take any decisions regarding requirements or services during the port call. DA-Desk is to be contacted only regarding the Pro-forma and Final Disbursement Account as necessary.

**Instruction to Agent** The ETA mentioned is a tentative ETA and any changes will be directly communicated by the Master.

Upon confirmation of appointment, our relevant departments will contact and liaise with you for services required in the port.

Our technical and crew managers, Messrs Navilands,, will contact you in order to proceed to all necessary arrangements for the requested operation.

**Owners Service  
Requirement Sheet  
(OSRS)**

We require the attached OSRS form to be completed prior to sailing of the vessel. The form is to be signed / stamped by the Master either during the call or at earliest convenience after the ship has sailed by sending the completed document to him for verification. The completed and signed OSRS must be included in the final DA and is the agent's responsibility to ensure it is. If the OSRS is not included it will lead to a longer than necessary checking period whilst verification is sought and the payment will be delayed.

PAYMENT OF OUTSTANDING FUNDS WILL BE DELAYED WITHOUT A COMPLETED / SIGNED OSRS OR IF THE FDA CONTAINS ITEMS EXCLUDED FROM OSRS.

**Please refer to attached file [OSRS document.doc](#) for further details.**

**Crew list**

It is imperative that an updated Arrival and Departure crew list including Supernumeraries is included in the Final DA. Delays in payment will occur due to additional verification if the crewlist is not included.

**Advance payments  
and Final  
Settlement of  
Balances**

It is our policy to remit no advance in the Proforma DA  
Payments are being executed by DA-Desk's Port Payables department on our behalf.  
For any payment clarifications please call: + 971 4 3636200 or e-mail [cth@da-desk.com](mailto:cth@da-desk.com)

**DA Administration  
& Upload**

DA-Desk is our Disbursement Account administration and processing service provider.  
**Please refer to attached file [Disbursement Account Administration.pdf](#) for further details.**

The terms, provisions, references, policies and requirements referred to in this appointment letter and/or on our website and/or as may have previously been communicated to you by any other means cannot be derogated by any subsequent terms unless expressly agreed to in writing by us the Principal.

Kind Regards

COSTAMARE SHIPPING COMPANY S.A.