

## Sultrade - Operations Dept

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**From:** ISM-Cheryl liu <cheryl@ismships.com>  
**Sent:** quarta-feira, 21 de janeiro de 2026 21:26  
**To:** Sultrade - Operations Dept; Sultrade - Operations Dept  
**Cc:** crewb; operations.encaminha@sultradeagency.com;  
operations@sultradeagency.com  
**Subject:** Re: MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

To: Sultrade Shipping Agency  
Fm: ISM Ship Management Pte Ltd

Dear Charles H. Miyamoto,

Good day.

Pls be advise that our vessel will call Paranagua, Brazil ETA 28-Jan, ETB 31-Jan, ETD 02-Feb.-2026 as per Master.

1. Pls assist to double check the berthing schedule and advise us today.
2. Would u pls advise crew change formalities in Paranagua for (2 Filipino + 8 Myanmar joiners and 9 Myanmar + 1 Filipino off-signers) and nearest airport?
3. Could we arrange crews join on 31-Jan and disembark on 02-Feb.-2026?

Quote-----

Please be informed that Vessel ETA to Paranagua, Brazil is 28.Jan.2026 / 1600 LT .

ETB -31.Jan.2026 and ETD- 02.Feb.2026 as per agent information.

Please kindly see agent full style adress as follows,



**Rafael de Albuquerque Nogueira**  
**Operations Department**

**Mobile:** +55 (41) 98449-5803  
**Emails:** rafael@cargonave.com.br  
operations@cargonave.com.br



### PORT OF PARANAGUÁ & ANTONINA (PR)

Agência Marítima **CARGONAVE** Ltda.  
**Address:** Avenida Gabriel de Lara, 1040.  
**ZipCode:** 83.203-550  
**Phone:** +55 (41) 3420-7500  
**Direct Line:** +55 (41) 3420-7502  
**Emails:** cargonave@cargonave.com.br  
**Website:** www.cargonavegroup.com

**IMPORTANT:**

The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents to anyone or make copies thereof.

Unquoted-----

Waiting for your kind confirmation within today.

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**Cheryl Liu**

**ISM Ship Management Limited**

No.33 Ubi Ave 3, #03-03 VERTEX ,  
Singapore 408868

H/P: +86 13336387690

DID: +65 6304 8968

Fax: +65 6222 9078

E-mail: cheryl@ismships.com

***There can be no confidence without integrity !!!***

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**From:** [Sultrade - Operations Dept](#)

**Date:** 2026-01-16 20:36

**To:** [ISM-Cheryl liu](#); [Sultrade - Operations Dept](#)

**CC:** [crewb](#); [ENCOP](#); [operations@sultradeagency.com](mailto:operations@sultradeagency.com); [ENCOP](#)

**Subject:** MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF)  
ETA 28-JAN.-2026, SANTOS, BRAZIL

TO : ISM SHIP MANAGEMENT PTE LTD

FM : SULTRADE SHIPPING AGENCY

Dear Ms. Cheryl Liu,  
Good day!

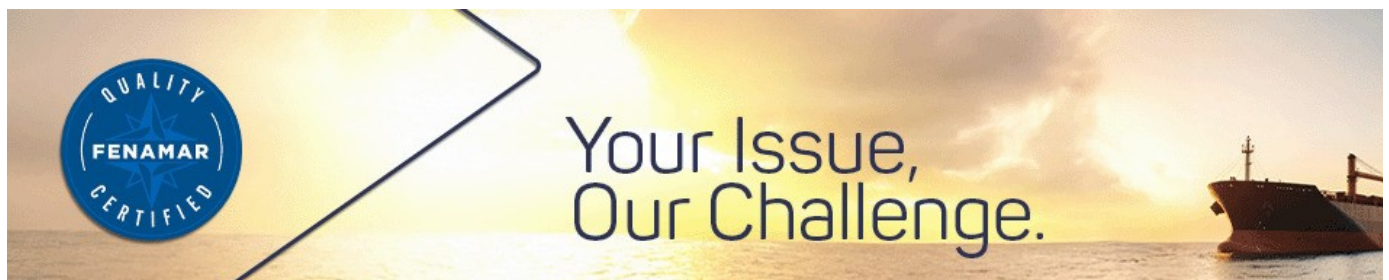
Please note that immigration restrictions are the same at all Brazilian ports.  
For the specific case of Itaqui, kindly consider SLZ (São Luís Airport).

We remain at your disposal.  
Best Regards,

**Cristian Peralta**  
**Operations Department**  
Sultrade Shipping Agency  
Phone: +55 53 3235.3500  
Mobile: +55 53 999.941.394



[operations@sultradeagency.com](mailto:operations@sultradeagency.com)  
[www.sultradeagency.com](http://www.sultradeagency.com)



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**De:** ISM-Cheryl liu <cheryl@ismships.com>

**Enviada em:** quinta-feira, 15 de janeiro de 2026 23:09

**Para:** Sultrade - Operations Dept <duarte.pedro@sultradeagency.com>

**Cc:** crewb <crew@ismships.com>; ENCOP <operations.encaminha@sultradeagency.com>;  
operations@sultradeagency.com

**Assunto:** Re: MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1  
FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

To: Sultrade Shipping Agency

Fm: ISM Ship Management Pte Ltd

Dear Charles H. Miyamoto,

Good day.

Well received and thanks for your kind update.

Would you kindly advise crew change formalities in Paranaguá & Itaqui for our reference?

Pls kindly revert quotation in Itaqui at convenience.

Thanks for your kind attention.

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**Cheryl Liu**

**ISM Ship Management Limited**

**No.33 Ubi Ave 3, #03-03 VERTEX ,**

**Singapore 408868**

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**From:** [Sultrade - Operations Dept](#)

**Date:** 2026-01-15 19:47

**To:** [ISM-Cheryl liu](#)

**CC:** [crew@ismships.com](#); [ENCOP](#); [operations@sultradeagency.com](#)

**Subject:** MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1  
FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

TO : ISM Ship Management Pte Ltd

FM : SULTRADE SHIPPING AGENCY

Dear Ms. Cheryl Liu,

Good day!

Well noted on your message below, thank you.

Please find attached PDA with the relevant costs, considering the crew change at Paranaguá port, for your kind reference.

Do not hesitate to contact us if you require any further information or clarification,

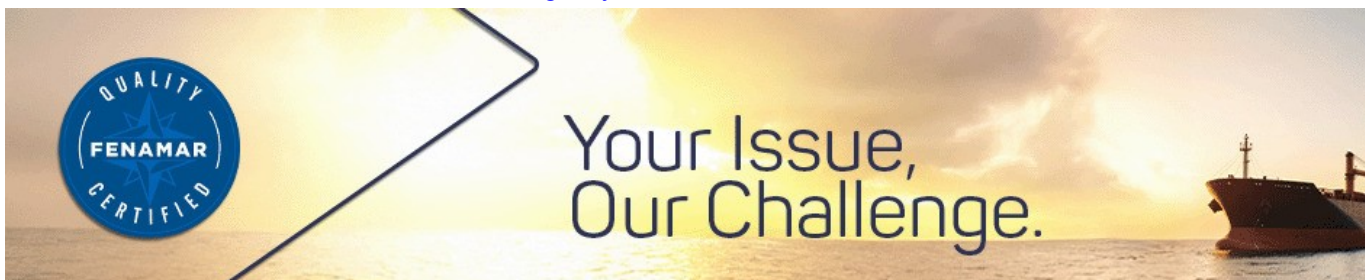
Best regards,



**Duarte Pedro**  
**Operations Department**  
Sultrade Shipping Agency  
Phone: +55 53 3235.3500  
Mobile: +55 53 99974.6643



[operations@sultradeagency.com](mailto:operations@sultradeagency.com)  
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**De:** ISM-Cheryl liu <[cheryl@ismships.com](mailto:cheryl@ismships.com)>

**Enviada em:** quarta-feira, 14 de janeiro de 2026 21:23

**Para:** Sultrade - Operations Dept <[charles.miyamoto@sultradeagency.com](mailto:charles.miyamoto@sultradeagency.com)>

**Cc:** crewb <[crewb@ismships.com](mailto:crewb@ismships.com)>; ENCOP <[operations.encaminha@sultradeagency.com](mailto:operations.encaminha@sultradeagency.com)>;  
[operations@sultradeagency.com](mailto:operations@sultradeagency.com)

**Assunto:** Re: RE: MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

To: Sultrade Shipping Agency

Fm: ISM Ship Management Pte Ltd

Dear Charles H. Miyamoto,

Good day.

Well received and thanks for your kind update.

As per Master, port is unfixed now, it may call Paranagua,Brazil or Itaqui, Brazil.

Would you pls revert crew change plan and quotation in Paranagua,Brazil and Itaqui, Brazil?

Thanks for your kind attention.

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**Cheryl Liu**

**ISM Ship Management Limited**

**No.33 Ubi Ave 3, #03-03 VERTEX ,**

**Singapore 408868**

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**From:** [Sultrade - Operations Dept](#)

**Date:** 2026-01-14 20:59

**To:** [ISM-Cheryl liu](#)

**CC:** [crewb](#); [operations.encaminha@sultradeagency.com](mailto:operations.encaminha@sultradeagency.com); [operations](#)

**Subject:** RE: MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

TO : ISM Ship Management Pte Ltd

FM : SULTRADE SHIPPING AGENCY

Dear Ms Cheryl Liu, Good day!

Kindly find below regulations to embark/disembark at Santos port and also pls find attached our PDA considering crew change 100N/S x 100FF/S.

1. Travelling document recognized by Brazil is only the Passports (which has to be valid for at least 6 more months of the traveler's first entry to Brazil). SBooks and SIDs are only good to prove a seafarer's working condition, and that he is either entering or departing the country in connection to a vessel at a certain port.

2. Crew from signatory countries of ILO C-185 that maintain agreements with Brazil for VISA exemption (case of RUSSIA, BOSNIA, CROATIA, FRANCE, GEORGIA, HUNGARY, MOLDOVA, MONTENEGRO, SPAIN, **THE PHILIPPINES**, amongst others), will be required Passport and the SID to access the country (for a period of 180 days). In case these Nationals are not in possession of SID, the S.Book will be required and only a 90 days stay will be granted.

3. Crew from signatory countries of ILO C-185 that DO NOT maintain agreements with Brazil for VISA exemption (case of INDIA, JORDAN, IRAK, **MYANMAR**, INDONESIAN, PAKISTAN, SRI LANKA amongst other), will be required Passport and mandatorily the SID to access the country (for a period of 90 days).

EMBARKING:

- Copy of valid Passport, SID and valid Seaman's book;
- Flight e-ticket;

DISEMBARKING:

- Copy of Passport, SID and Seaman's book;
- Flight e-ticket;

Please note that the PCR Test are no longer applicable.

Nearest Airport : GRU (GUARULHOS / SÃO PAULO BRAZIL). Which is around 160KM fm Santos, normally, transit time is 2hrs or 5hrs on heavy traffic.

For on-signers flight arrangements, we suggest to arrange flights with at least 3 hours between international and domestic flight, in order to on-signers have sufficient time for Immigration procedures and avoid any problems upon arrival in Brazil. Crew Changes at Santos port are allowed only at BERTH (crew change are NOT allowed at anchorage area).

Fyinfo only, note that the port entry permission can only be applied after vessel's berthing, from 8am to 9pm.

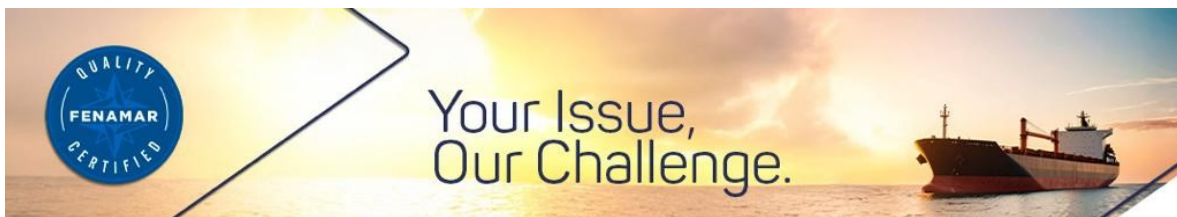
If vessel delays her berthing, no outer roads permission is granted by the port authorities, strictly due to safety reasons.

It's important to highlight that each Brazilian port has its own interpretation on the Health Authority rules in force, meaning that all above instructions can be changed anytime without any pre advise. Sultrade is aware to keep you posted immediately in case of any further changes on the above instructions.

Please note the vessel not yet officially announced by terminals at Santos, keeping you posted.



**Charles H. Miyamoto**  
**Operations Department**  
Sultrade Shipping Agency  
Phone: +55 13 2202 2338  
Mobile: + 55 21 997263941  
[operations@sultradeagency.com](mailto:operations@sultradeagency.com)  
[www.sultradeagency.com](http://www.sultradeagency.com)



**De:** Sultrade - Operations Dept <[charles.miyamoto@sultradeagency.com](mailto:charles.miyamoto@sultradeagency.com)>

**Enviada em:** quarta-feira, 14 de janeiro de 2026 08:42

**Para:** ISM-Cheryl liu <[cheryl@ismships.com](mailto:cheryl@ismships.com)>

**Cc:** crewb <[crew@ismships.com](mailto:crew@ismships.com)>; [operations@sultradeagency.com](mailto:operations@sultradeagency.com)

**Assunto:** RE: MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

TO : ISM Ship Management Pte Ltd

FM : SULTRADE SHIPPING AGENCY

Dear Ms Cheryl Liu, Good day!

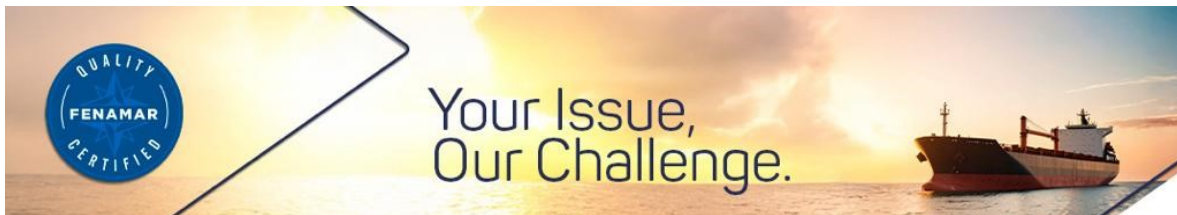
Message well received. Many thanks for the below message, which has been subject to our closest attention and we confirm that we may attend accordingly. We'll revert with the quotation and the requested information at our earliest convenience.

We remain at your entire disposal.

Best Regards,



**Charles H. Miyamoto**  
**Operations Department**  
Sultrade Shipping Agency  
Phone: +55 13 2202 2338  
Mobile: + 55 21 997263941  
[operations@sultradeagency.com](mailto:operations@sultradeagency.com)  
[www.sultradeagency.com](http://www.sultradeagency.com)



**De:** ISM-Cheryl liu <[cheryl@ismships.com](mailto:cheryl@ismships.com)>

**Enviada em:** quarta-feira, 14 de janeiro de 2026 07:40

**Para:** Sultrade - Operations Dept <[anaue.rodriques@sultradeagency.com](mailto:anaue.rodriques@sultradeagency.com)>;  
[operations@sultradeagency.com](mailto:operations@sultradeagency.com)

**Cc:** crewb <[crewb@ismships.com](mailto:crewb@ismships.com)>

**Assunto:** MV. EVER GRACE - CREW CHANGE PLAN ( 2 FILIPINO + 8 MYANMAR ON & 9 MYANMAR + 1 FILIPINO OFF) ETA 28-JAN.-2026, SANTOS, BRAZIL

To: Sultrade Shipping Agency  
Fm: ISM Ship Management Pte Ltd

Dear Sir,

Good day.

We plan to arrange MV. EVER GRACE - crew change (2 Filipino + 8 Myanmar on & 1 Filipino + 9 Myanmar off) , Santos, Brazil, ETA 28-Jan.-2026

Pls advise below points for the crew change if feasible:

- 1) 1. Whether visa is required for on/off signers;
- 2) 2. Whether cargo operation will be affected by crew change;
- 3) 3. Nearest international airport and how many hrs it take from airport to port;
- 4) 4. Docs required for embarkation/disembarkation arrangement;
- 5) 5. Other requirement;
- 6) 6. Best quotation for the crew replacement.
7. Must joiners and off-signers take PCR test before joining now?
8. Could crew change be done in anchorage?

Would you kindly advise berthing schedule now?

Thanks for your kind attention.

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**Cheryl Liu**

**ISM Ship Management Limited**

**No.33 Ubi Ave 3, #03-03 VERTEX ,  
Singapore 408868**

H/P: +86 13336387690

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