

# Trailer instructions in Kapellskär port

### Entrance to the port area

Follow the signs to the C area. Cargo check-in is located on the left side when entering the port. The driver should have a waybill with the booking number and a valid ID card.

# Delivery/issue of trailers and export/import units

The driver first comes to Cargo check-in (area C), where he/she is issued a pin code, which should be entered to the screen at gate KAP 17 (marked T on the map), area B.

# Delivery/issue of trailers outside opening hours

A letter should be sent to the e-mail cargocheckin.kapellskar@tallinksilja.com, which should include the driver's first and last name, date of birth, vehicle registration number, booking number, trailer registration number. The driver goes to gate **KAP 17, Trailer B** area. The driver presses the button and the call is transferred to the BTC centre. The driver shows the ID card in the ID reader and informs about the booking number. The gate will open if the booking number is correct.

#### Delivery/issue of vehicle/chassis

The driver should come to the port during check-in opening hours to area **C**, where a pin code will be issued to him/her. A cargo employee will give further instructions for parking.

## Handing over the keys

The keys are handed over to Cargo check-in.

Delivery of the vehicle/chassis to the port area is not allowed during check-in closing times.



# Kapellskäri sadam:

