

Skagway Passenger Report



Ship Name: _____

Voyage Number: _____

Sailing Date: _____

Date in Skagway: _____

- Vessel at Broadway Dock
- Vessel at Ore Dock
- Vessel at Railroad Aft
- Vessel at Railroad Forward *(fill out tendering reporting below)*
- Vessel at Anchor

- a) Total Passengers on board _____ **a**
- b) Total non-revenue passengers on board _____ **b**
- c) Total revenue passengers upon arrival _____ **a – b**
- d) Total revenue embarking passengers _____
- TOTAL REVENUE PASSENGERS** _____ **c+d**

Passenger Tendering in Small Boat Harbor

Did the vessel tender passengers in the Small Boat Harbor? YES NO

If you answered YES to the above question, please provide both the Unloaded and Loaded Passengers in the fields below for the Port to calculate the Small Boat Harbor Commercial User Fees. In the event this information is not provided, the computation of total Small Boat Harbor Commercial User Fee charges will be based on calculating ninety percent (90%) of the reported revenue passengers on this form.

Loaded Passengers _____ Unloaded Passengers _____

I declare under penalty of perjury that the above information is true, correct and complete to the best of my knowledge and belief.

Ship's Representative or CLAA Rep Title

If represented by a ship's agent, please e-mail this form to appropriate agent contact.

If not represented by an agent, please e-mail this form to r.kameika@skagway.org.

Please e-mail this form within 72 hours of the ship's departure to ensure timely presentation of invoices for all port services. This form will be used to compute all charges for port services and will also serve as the basis for calculating the Vessel Impact Fee. Additionally, if applicable, it will be used to determine Small Boat Harbor Commercial User Fees.

If vessel is at anchor for the entire duration of the call or if vessel moves to a berth during a call, please check appropriate dock.

Definitions:

Revenue Passenger: Any person who has paid any amount for a ticket contract entitling that person to transportation aboard ship. The term does not include (1) the owner's or operator's employees or their immediate family members sharing their quarters; (2) the owner's or operator's contractors or subcontractors; or (3) musicians, artists, guest speakers, art auctioneers, interpreters, rangers, or similar persons traveling without charge and providing passenger services for the ship's owner or operator.

Vessel Impact Fee: Upon each visit by a passenger ship to the Port of Skagway (including ships at public and private docks as well as those at anchor), a vessel impact fee shall be assessed as outlined in Tariff No. 3 Item 220.

Small Boat Harbor Commercial User Fee: Upon each visit by a passenger ship that tenders passengers to the Municipal owned Small Boat Harbor, a Commercial User Fee shall be assessed as outlined in Tariff No. 3 Item 410. This fee is imposed to provide for the safety, efficiency, and access of revenue passenger carrying vessels within the Small Boat Harbor, to offset costs incurred by the Municipality of Skagway in acquiring, leasing, constructing, repairing, improving, and equipping its harbor facilities to provide services to commercial users.

Visit: An entry into a port or dock within the boundaries of the Borough more than twenty-four (24) hours before or after another entry by the same ship excluding visits for emergency purposes.