

Important Notice

Applications for Short Term Capacity for 2024/25 Year

1. Applications for Short Term Capacity for 2024/25

- 1.1 Viterra is now inviting clients to apply for Short Term Capacity for the 2024/25 season.
- 1.2 Applications for, and the process for allocating, Short Term Capacity will take place in accordance with the rules set out in [Viterra's Port Loading Protocols](#).

2. Variance to Short Term Capacity offered

- 2.1 The proportion of Short Term Capacity offered at certain Port Terminals will vary from the amount offered at Port Terminals in the corresponding quarter of the previous year by more than 10%. The reason for this variance is reflective of the take-up of the Long Term Capacity that has been allocated for the 2024/25 year and additional shutdown period in Q1 Wallaroo.
- 2.2 Viterra provides information in 2.1 in accordance with 3.12(c) of Port Loading Protocols

3. How can I apply for Short Term Capacity for the 2024/25 Year?

- 3.1 You can apply for Short Term Capacity for 2024/25 by using [PortQ](#).
- 3.2 Details of the Short Term Capacity that is available for Booking for the 2024/25 Year, including any special conditions, are set out in Attachment 1.
- 3.3 Restrictions apply to applications for the first 2 Business Days in accordance with Viterra's Port Loading Protocols. Accordingly, PortQ will be available for applications during the following times:

Tuesday 07 May 2024: from **10:30am Australian Central Standard Time (ACST)** to **6pm ACST**

Wednesday 08 May 2024: from **10:30am ACST** to **6pm ACST**

- 3.4 Applications received prior to 10:30am ACST, Tuesday 07 May 2024 will NOT be considered.
- 3.5 PortQ will reopen on **Thursday 09 May 2024** from **10:00am ACST** for applications for Short Term Capacity and requests for transfers and movements of bookings in accordance with Part D of the Port Loading Protocols.

4. What rules will govern the allocation of Short Term Capacity?

- 4.1 Viterra will allocate Short Term Capacity on a first-in-first-served (FIFS) basis in accordance with the Port Loading Protocols.
- 4.2 Please note that, in accordance with the Port Loading Protocols:
 - (a) Each application for Short Term Capacity can only be in respect of one Slot.
 - (b) There are a number of limitations on what you can apply for. Viterra will disregard an application for Short Term Capacity if:

- (i) it is submitted within the same 15 minute period, (commencing on the hour) within the first 2 Business Days of that Capacity becoming available for booking, as another application submitted by the Client or an Associated Entity of the Client (except in circumstances where Viterra considers that the Associated Entity operates a commercially separate export function from that undertaken by the Client);
 - (ii) the Short Term Capacity applied for in the Booking exceeds 60,000 tonnes; or
 - (iii) the amount of Short Term Capacity applied for exceeds the amount of Capacity that remains available for allocation on a first-in-first-served basis in respect of the relevant Slot.
- (c) Booking applications must be completed in PortQ and must have all mandatory fields completed. A failure to include mandatory information may result in the booking not being accepted.
- (d) When applying for Short Term Capacity, you must specify a minimum amount of Short Term Capacity that you wish to acquire if the total amount requested is not available. If the total amount of Short Term Capacity that you request is not available, Viterra will allocate to you the amount of Short Term Capacity that is available in respect of the relevant Slot, provided that this amount is equal to or exceeds the minimum amount specified in your application.
- 4.3 Viterra will update all clients on whether their bookings have been accepted as soon as practicable, and no later than 5 business days after receiving the client's application.
- 4.4 Viterra will update the Available Capacity Table each day.
- 4.5 Applicants must not use any artificial intelligence, algorithm, software program or other non-human means or automated system to interact with PortQ during the application process. You will be required to sign a statutory declaration to confirm that you will comply with this clause in order to participate in the event.
- 4.6 If Viterra considers, acting reasonably, that:
- (i) a Booking Form for Short Term Capacity or Additional Short Term Capacity that it receives from a Client within 2 Business Days of that Short Term Capacity becoming available for booking on a first-in-first-served basis is not genuinely required for use by that Client; and
 - (ii) the Client has been engaged by another person to submit the Booking Form on that person's behalf for the purpose of circumventing the restrictions in clause 3.16(a) of the Port Loading Protocols,
- Viterra may in its discretion:
- (iii) reject the Booking Form;
 - (iv) cancel the Client's Booking (or the Transferee's Booking if the Client has already transferred the Booking in accordance with clause 5); or
 - (v) withhold its consent to the Client transferring that Booking to any other person.

5. What are the payment terms?

- 5.1 The current Booking Fee for Short Term Capacity is \$5.00 per tonne (excluding GST). Viterra's other current charges are set out in the [Pricing procedures and protocols manual](#).
- 5.2 Viterra will issue an invoice to you for the amount owing. Payment is required within 3 Business Days of the date of the invoice.
- 5.3 If you don't meet these payment terms:
- (a) Viterra may re-offer the Short Term Capacity allocated to you to others; and
 - (b) you will be required to pay to Viterra, as a debt due and payable, the booking fees payable in respect of any Short Term Capacity that was allocated to you (and which remains unpaid).
- 5.4 Viterra may also seek Credit Support (e.g. bank or parent guarantees) to guarantee payment of the booking and other fees.

6. Movement of Capacity

- 6.1 Viterra will not accept any requests to move a Booking or Slot for the 2024/25 season before **10:00am ACST on Thursday 09 May 2024** (see clause 4.2(c) of the Port Loading Protocols).
- 6.2 From the issue date of this notice, Viterra will not accept any request to move a Booking to a Slot that occurs in a particular Year if the request is submitted prior to the expiry of 2 Business Days from the date that the relevant Short Term Capacity becomes available for booking in respect of that Year.
- 6.3 Reposition requests for 2023/24 and 2024/25 Years on Thursday 09 May 2024 and Friday 10 May 2024 must be submitted via email to CustomerServicesAustralia@viterra.com using the required Capacity Reposition Notice. Repositioning will not be available in PortQ on the above specified dates and requests received via email will be treated on a first-in-first-served (FIFS) basis.

7. Other matters

- 7.1 This is a Notice for the purpose of clause 3.13 of the Port Loading Protocols.
- 7.2 Terms used in this Notice and defined in the Port Loading Protocols have the meaning given to them in the Port Loading Protocols.

If you have any questions about this Notice or the services you acquire from Viterra (including using PortQ for the application process), please contact Commercial Relations Manager on 08 8304 1316 or customerservicesaustralia@viterra.com.

Viterra Operations Pty Limited
18 April 2024

Available Short Term Shipping Capacity

2024/25 Available Capacity Table



As at: Thursday 18th April 2024

	Shipping Period		Pt Adelaide (Outer Harbor)	Pt Adelaide (Inner Harbour)	Pt Giles	Pt Lincoln	Wallaroo	Thevenard
QTR 1	October	1st Half	100,000 E, F, G	Shutdown	45,000 E, G, H, I, K	90,000 E, G, H, I, K	Shutdown	35,000 E, G, H, I, K
		2nd Half	100,000 E, F, G	35,000 E, G, K	30,000 E, G, H, I, K	100,000 E, G, H, I, K	Shutdown	Shutdown
	November	1st Half	100,000 E, F, G	45,000 E, G, K	60,000 E, G, H, I, K	100,000 E, G, H, I, K	40,000 E, G, H, J, K	40,000 E, G, H, I, K
		2nd Half	40,000 E, F, G	45,000 E, G, K	30,000 E, G, H, I, K	40,000 E, G, H, I, K	40,000 E, G, H, J, K	50,000 E, G, H, I, K
	December	1st Half	0 E, F, G	0 E, G, K	20,000 E, G, H, I, K	0 E, G, H, I, K	10,000 E, G, H, J, K	40,000 E, G, H, I, K
		2nd Half	0 F, G	0 G, K	0 G, H, I, K	0 G, H, I, K	10,000 G, H, J, K	15,000 G, H, I, K
QTR 2	January	1st Half	35,000 F, G	20,000 G, K	10,000 G, H, I, K	30,000 G, H, I, K	10,000 G, H, J, K	10,000 G, H, I, K
		2nd Half	5,000 F	10,000	0	0	20,000	10,000
	February	1st Half	10,000 F	0	0	0	0	0
		2nd Half	40,000 F	10,000	10,000	30,000	10,000	15,000
	March	1st Half	10,000 F	10,000	0	20,000	10,000	15,000 E
		2nd Half	60,000 F	10,000	40,000	30,000	10,000	Shutdown
QTR 3	April	1st Half	0 F	0	0	0	0	30,000
		2nd Half	10,000 F	0	0	10,000	0	20,000
	May	1st Half	10,000 F	0	30,000	0	0	40,000 E
		2nd Half	30,000 F	10,000	5,000	50,000	26,000 E	Shutdown
	June	1st Half	35,000 F	20,000	20,000	50,000	Shutdown	35,000
		2nd Half	40,000 F	20,000	15,000	10,000	10,000	20,000
QTR 4	July	1st Half	10,000 F	5,000	10,000	20,000	40,000	40,000
		2nd Half	10,000 F	30,000	20,000	40,000	40,000	20,000 E
	August	1st Half	10,000 F	0	0 E	40,000	40,000	Shutdown
		2nd Half	40,000 F	40,000	Shutdown	100,000 E	40,000	40,000
	September	1st Half	100,000 E, F	35,000	50,000	Shutdown	40,000	20,000
		2nd Half	Shutdown	35,000 E	35,000	100,000	40,000	40,000

Notes to Table:

- Tonnages available are indicative estimate only, are subject to change and do not involve any guarantee by Viterro Operations that capacity will be available. Whether or not this capacity (or more or less capacity) can be supplied will be depend on a range of factors, including supply chain constraints, the performance of prior shipments, weather and various matters outside Viterro Operation's control.
- Tonnes available doesn't include allowances for the tolerance on booking nominations.
- Tonnages available assume an even spread of ETAs, minimal disruptions due to weather and other supply chain or port constraints.
- Tonnes available subject to acceptance of pending bookings.
- No Grace Period associated with this slot.
- Outer Harbour (OHB) will be restricted to shipping of the following commodities only: Wheat (WH), Barley (BA) & Canola (CA).
- GM canola shipping slot restriction - subject to Viterro Operation's approval only.
- Pulse (Beans, Lupins, Peas) shipping slot restriction - subject to Viterro Operation's approval only.
- Lentil shipping slot restriction - not permitted
- Canola shipping slot restriction - subject to Viterro Operation's approval only.
- Malt Barley shipping slot restriction - subject to Viterro Operation's approval only.

STATUTORY DECLARATION

State of South Australia - *Oaths Act 1936*

I,

_____ ,
[full name]

of

_____ ,
[company and address]

do solemnly and sincerely declare that

1. I am authorised to make this statutory declaration on behalf of (insert customer name, address and ABN) (**Customer**).
2. The Customer intends to apply for short term capacity at South Australian ports operated by Viterra Operations Pty Ltd (**Viterra**) for the 2024/25 season in the upcoming allocation process scheduled for May 2024.
3. The Customer acknowledges that the process for allocating short term capacity will take place in accordance with the rules set out in Viterra's current Port Loading Protocols (effective on and from 01 October 2022).
4. Applications for short term capacity will be made using PortQ.
5. When applying for short term capacity the Customer will ensure that it will not use any artificial intelligence, algorithm, software program or other non-human means or automated system to interact with Port Q during the application process.
6. The Customer acknowledges that if Viterra suspects that the Customer has breached clause 5 above then Viterra at its complete discretion:
 - a. can remove some or all of the Customers allocated capacity and reallocate it to other applicants; and/or
 - b. stop the application process and either remove the Customer from the process and/or restart the application process with all applicants capacity reset to zero.

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1936* .

Declared at _____

in the State of _____ , this _____ day of

_____ 2024

.....
Signature of person making this declaration
[to be signed in front of witness]

Before me,

.....
(name)

.....
Signature of witness

Capacity reposition request

Client details

Client/company	
Contact name	
Contact number	
Email	
Client reference number	
Date	

Reposition from

Port	
Slot period	
Capacity amount (tonnes)	

Reposition to

Port	
Slot period	
Capacity amount (tonnes)	

Authorisation

Signature	
Name	