

**Cartagena Port (Spain)****SECTION 4****IMMIGRATION & CUSTOMS INFORMATION**

Crew members signing on/off in Cartagena / VISAS / IMMIGRATION

When crewmembers do not belong to an EEC country or require Schengen Visa and are signing on in the port of Cartagena, VISA must be arranged and obtained at the Spanish Embassy at origin. If necessary, Letter of invitation can be issued and sent to Embassy from our end.

In the event that the crewmembers don't belong an EEC country or requires Schengen Visa and are signing off, we must receive with 4 working days (Mon-Fri) notice the following information, in order to request / obtain Visa for the mentioned crewmembers:

- Complete name.
- Rank.
- DOB.
- Nationality.
- Seaman's book no.
- Passport no. (date issued & expired date).
- Details of departure flight schedules. (Flight E-tickets with locator number).
- Reason for disembarking.

When the crewmembers signing on or off, belong to EEC country or don't require Schengen Visa, the procedure of informing of the above info will be the same.

The cost of the visa for crewmembers disembarking is of 100.00 euro. plus approximate 40,00 euro per transportation services to the Immigration Office + transfer from Immigration to airport (EUR 80,00 to MJV and EUR 165,00 to ALC).

**NEW IMMIGRATION PROCEDURE**

Based in the new regulation EU Regulation, 2017/458 and 2016//399 Annex VI (attached), please find below updates for Cartagena:

- All crew members embarking or disembarking in Cartagena, shall be transferred to the Immigration Office, before embarking or disembarking.
- Immigration officials would be only assist boarding the vessel for arrival clearance when coming or heading to a Non-Schengen port. (I.E., if vessel coming from Málaga and going to Valencia, immigration will not board the vessel, unless it is strictly necessary.)
- Immigration Authorities will require with 24h notice or when vessel is departing from previous port, CSV Spanish manifests and expected crew and passenger embarking and disembarking list, for immigration formalities.

In addition, it is also required to provide on departure VIA EMAIL PRIOR SAILING:

- CSV on departure (PAX & CREW)
- PDF ship's format of PAX & CREW on departure, stamped and signed.
- PDF ship's format of PAX & CREW embarking and disembarking updated on departure, also signed and stamped.

**Please see file VISA INFO enclosed for your guidance and acknowledgement.**

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- Passports of crewmembers signing off will be revised and stamped by Immigration Officials upon vessel's arrival before disembarkation takes place.
- Immigration Officials will require a wallet size photo in colour of the crewmember in order to issue Visa.
- Passports of crewmembers signing on will be revised and stamped by immigration Officials prior embarkation.
- If passengers and crew are in transit Visa is not required. They will be able to proceed ashore for the day excursions as long as the return onboard.

### **CUSTOMS FORMALITIES & REGULATIONS**

- IMPORTANT: all passengers/crew which embarking and disembarking must step by Customs Office located in Cruise Terminal.
- There are no special forms required.
- Customs does not seal the bonded storerooms in the Port of Cartagena.
- Ship's Casino and Shops must stay closed before entering port waters and may open again as soon as ship is sailing. (after gangway up and commencement of voyage).

### **HEALTH / QUARANTINE**

- A Maritime Declaration of Health is required always for all cruise ship's arriving the port of Cartagena.
- Vaccination lists are not required unless evidence that the vessel is coming from an infected country.

### **COVID-19 REGULATIONS**

- Use of face masks.
- Use of hand sanitizer (available in the terminal).
- Maintain physical distancing.
- Follow floor markers, vertical signage, and passenger lanes.
- Temperature check of personnel entering the terminal.

### **SCTE SAFE DESTINATION CERTIFICATION**

The Port Authority of Cartagena obtained the **Safe Destination Certification** under the Spanish Tourism Quality System (SCTE) for the fulfillment of Advanced Good Practices to reduce risk transmission by COVID-19.

Promoted by the Ministry of Industry, Energy and Tourism and the State Secretariat of Tourism, this certification guarantees maximum security in the Cruise Terminal and public safety by controlling and coordinating the port services during a cruise call.

The port of Cartagena has implemented the required health measures to comply with the hygiene and health regulations put in place by the authorities, and therefore providing a safe and secure experience for passengers.

