



## Gibraltar Port Authority Conditions for the Issue of a Port Operator Licence

### CONDITIONS FOR RENEWAL OF A PORT OPERATORS LICENCE

- 1) A Port operator who wishes to renew a licence shall apply to the Gibraltar Port Authority and such application shall be made not less than thirty days before the 1<sup>st</sup> May or such other date as the Minister may specify by notice in the Gazette.
- 2) On application for the renewal of a licence, the Authority shall presume that all evidence that the applicant needs to furnish on first application for a licence has been provided to the satisfaction of the Authority unless the contrary is shown to be the case.
- 3) The Authority shall renew a licence held by a Port Operator on application unless it is satisfied that –
  - a) The applicant has not been regularly engaged in the relevant class of port operations during the preceding six months;
  - b) The applicant has not complied with the provisions of the Act.
  - c) There has been a material change in the circumstances of the applicant since the licence was granted.
- 4) If no application is made under (1) above for the renewal of a licence, the licence of that port operator or the licence for the particular class of port operations may be automatically struck off the register by the Authority after thirty days have elapsed.
- 5) An applicant whose request for renewal of a licence has been refused may apply for the grant of a fresh licence.
- 6) The prescribed fees paid are as follows :

A	Annual Re – registration fee as a Port Operator	£ 100
B	Annual renewal fee for a Bunkering Licence	£ 50,000
C	Annual renewal fee for a STS Operator's Licence	£1,000
D	Annual renewal fee for a Stevedoring Licence	£3,000
E	Annual renewal fee for a Ship Repair Licence	£1,000
F	Annual renewal fee for Ship Chandlery Licence	£1,000
G	Annual renewal fee for Ship Agency Licence	£1,000
H	Annual renewal fee for Mooring Licence	£1,000
I	Annual renewal fee for Tug Operator Licence	£1,000
J	Annual renewal fee for Waste Operator Licence	£1,000
K	Annual renewal fee for Commercial Diving Operators Licence	£1,000
L	Annual renewal fee for Activity Not Specifically Covered	£1,000
M	Annual renewal fee for Ancillary Service Provider Licence	£250
N	Annual renewal fee for Dolphin Boat Operator Licence	£250

1	Fees for the Issue or Renewal of a certificate of registration as a Port Operator	£ 5
2	Fee for the Issue or Renewal of a certificate of registration as a Port Worker	£ 5
3	Fee for the Issue of a duplicate certificate	£ 5
4	Fee for the Endorsement of a certificate of registration	£ 5
5	Fee for the Amendment of a certificate of registration	£ 5

- 7) The Gibraltar Port Authority reserves the right to amend the conditions for issue of a Port Operator Licence at any time.



**Gibraltar Port Authority**  
**Conditions for the Issue of a Port Operator Licence**

**Guide to Port Applications Requirements**  
**RENEWAL OF A PORT OPERATORS LICENCE**

	YES	NO
Application must be submitted as shown in Form No.6		
Renewal application must be signed either by individual applying for Licence, or if body corporate, by an authorised individual.		
Application must be accompanied by the fee		
Application must be received no less than 8 weeks before the date of its start, renewal or amendment.		
A Renewal application shall be made not less than thirty days before the 1 <sup>st</sup> May or such other date as the Minister may specify by notice in the Gazette.		
<b><i>Specific details to this Application:</i></b>		
a) GPA shall assume that all evidence that the applicant needs to furnish on first application for a licence has been provided to the satisfaction of GPA unless the contrary is shown to be the case.		
b) Has the applicant been engaged in the relevant class of port operations during the preceding six months? Please provide written confirmation.		
c) Has the applicant complied with the provisions of the Act? Please provide written confirmation.		
d) Has there been a material change in the circumstances of the applicant since the licence was granted, ie: have there been any changes to your employee list or address/contact data? If yes information to be attached.		
e) Evidence of any changes in any of the particulars provided on first application for a Port operator licence or on last renewal of the said licence, whichever is the later such as change of address, contact details etc.		
f) Evidence that insurance cover is still in place.		
g) Bank Guarantee (where applicable) must be in place – please provide evidence that this Guarantee is active and in the name of the licence holder		
h) Business and Trades Registration Certificate (from ETB) as evidence that your organisation is currently registered.		
i) Certificate of Good Standing from the Company Registry as evidence that your company is currently active.		