



Dear Valued Client,

Ports of Auckland (POAL) are currently installing our new vehicle management system VENUS. We expect this to be complete by 31 October 2008.

The benefit of this system means that it will no longer be necessary for tally notes to be provided to gate security for the removal of vehicles off the wharf. In order for this to be implemented fluidly it is necessary that Shipping Companies and Customs Brokers clear vehicles through VENUS. This clearance allows the Tally to hand over vehicle keys.

How to clear vehicles through VENUS:

- i. Log into the VENUS website www.venuscars.co.nz (user name and password to be supplied by Ports of Auckland, if you do not have a log in please contact General Wharves on **09 309 1346**).
- ii. **Shipping Companies** need to create a Shipping Delivery Release (SDR) for the necessary Bills of Lading. The SDR contains a unique number that allows the processing of vehicles within VENUS.
- iii. Use the SDR number to authorise the appropriate transport company to collect their vehicles. Vehicles processed this way become visible to the allocated transport company.
- iv. **Customs Brokers** can remove the VENUS Customs Stop by including VENUS in their customs declaration. This is achieved by adding the NZ Customs code for VENUS **40174293L** to their declaration ensuring that NZ Customs will notify POAL of this clearance.

POAL security staff will be using VENUS to check whether these "Stops" been removed and in the event that complete clearance is not granted vehicles will remain on the Port.

MAF Biosecurity status will continue to be managed as it currently is (BACC documents and *Stop Sheets*). Biosecurity information will be available in VENUS via a link to the MAF system. However, at present this is currently informational only and the Tally's will require evidence of clearance from MAF to release keys.

Complete user manuals that provide a comprehensive outlining of VENUS functionality can be downloaded from www.venuscars.co.nz in pdf format.

For general enquiries about the implementation and operation of VENUS please contact Andre Alekseev (021 882 001).

Yours truly,

A handwritten signature in black ink that reads "Jim Howard".

Jim Howard
Manager – General Wharves