

HOW TO...?

The Frequently Asked Questions, And Answers

This website page is set and is periodically updated to provide you, the sealift user, with answers to the questions that come up frequently and repetitively year after year. Some sealift users find this website page very informative, even if others consider some of its content as 'basic information'. However, many sealift users would agree that it is the right place to start, when information is required about the Arctic Sealift.

As a Sealift Carrier, one of our ongoing objectives is to keep refining the quality of information given to our clients, and to maintain the transparency within. Your questions are noted and examined; they help us maximize the updating of our website information among other means of communication.

Question: **How to** proceed with reservations of cargo space onboard?

Answer: It is really simple; just follow these steps:

- Consult the Sealift Schedule on this website to identify the sailings appropriate to your needs;
- Make sure that you (or your supplier) are able to meet the cut off date for the selected sailing;
- Duly complete and sign the form selected under section Nunavut or Nunavik and then fax it to us using the number provided thereon. Forms that are not duly completed and signed will necessitate resubmission, which will end-up causing delays and frustrations at both ends;

We will provide follow-up by communicating with you shortly after. Make sure that your co-ordinates are clearly included in the form, more importantly, please don't forget to include the phone number(s), where you can be reached at during the day.

Question: **How to** evaluate the cost of carriage of my cargo?

Answer: Desgagnés Transarctik Inc. (DTI), Nunavut Sealink & Supply Inc. (NSSI), Taqramut Transport Inc. (TTI) uses the metric system and will be charging you based on the set Sealift Rates, as published and included in this website. The charges will apply depending on the weight or the volume, whichever would produce the greater revenue per package (cargo unit).

So, keeping in mind that one cubic meter is equivalent to 35.3 cubic feet, and that one metric Ton is equivalent to 2,200 pounds; these are the steps to follow for your calculations:

- Measure (or evaluate) the overall package to establish the volume of your package. If you measured it in feet, then don't forget to convert the resulting volume into cubic meters, by dividing the cubic feet by 35.3;

- Divide this volume by 2.5 then compare the resulting number to the real Ton-weight of the package. If you weighed (or evaluated) your package in pounds, then don't forget to divide by 2,200 to obtain the weight in metric Tons;
- Use the higher of the two numbers, between the one resulting from the previous measuring process and the real Ton-weight, to multiply by the applicable rate. This should give you the close estimate of the carriage cost of your package or cargo unit.

The following is an example, for a bundle of lumber (two by fours) strapped on two logs, which is to be carried out of Montreal to Rankin Inlet. It measures 5' W X 4' H X 8' L, and weighs 4,180 pounds. This corresponds to approximately 500 sticks of 2"X4"X8'...

1. the volume is therefore 160 cubic feet or 4.532 cubic meters
2. therefore, $4.532 : 2.5 = 1.81$
3. the Ton-weight is $4,180 \text{ Lb} : 2,200 = 1.90$ metric Ton
4. the 2010 rate for Rankin Inlet being \$385.08, therefore this bundle would cost $\$385.08 \times 1.9 = \731.65 , plus applicable taxes, for the carriage from Nunavut Sealink & Supply Inc. (NSSI), Port of Exit facilities in Montreal region, to above the high watermarks in Rankin Inlet.

Question: **How to evaluate the cost of carriage for a vehicle; pick-up truck or a snowmobile?**

Answer: Most vehicles are carried and invoiced based on their volumes. You have to either measure the truck or ask the dealer to provide you with the overall dimensions of it, according to the manufacturer's brochure or literature.

An average-size pick-up truck would be approximately 20 cubic meters. Therefore, if this truck is to be shipped from Montreal to a community in the Kivalliq Area, the method of calculation is: $20 : 2.5 \times \$385.08 = \$3,080.64$.

A standard manufacturer's crate for snowmobile is about 3.98 cubic meters. Again, the method of calculation, based on 2010 rate is: $3.20 : 2.5 \times \$385.08 =$ approximately \$613.05, for the carriage of this snowmobile from Montreal to above the high-water mark in the Community.

Most snowmobile manufacturers have standard-size crates for their products. To evaluate the sealift carriage cost of your snowmobile, ask your supplier about the crate size of the model you chose and apply the calculation formula, as explained here above.

Question: **How to pay my sealift cost? When do I pay you? Do you accept personal cheques and credit cards?**

Answer: DTI, NSSI and TTI accept personal cheques, Visa and MasterCard.

Unless you are a government organization, institution or company having an account with DTI, NSSI or TTI including an approved credit limit, then your payment should be made immediately following the loading at the Port of Exit, and before your cargo is offloaded at the port of destination. The invoice will be sent to you with the pertinent documents following receipt of your cargo at the Port of Exit or upon the loading of the Vessel.

If you wish to make payment by credit card, this can be done over the phone, and the payment receipt will be returned to you, by mail, with the rest of the documents.

Question: How to get to your facilities at the port (docks)?

Answer: A map with illustrations is included in this website. Go under section «MAPS», sub-section «to Terminal» and consult it. You can also print it or e-mail it to your supplier.

As soon as you enter Quebec, if you are arriving from the West (Ontario or beyond) on Highway 401, follow the indications to Highway 20 East, and stay on that road till you get to exit #63, which will put you on Mercier Bridge (*Pont Mercier*). The rest is well illustrated in the map.

Question: How to proceed when shipping hazardous materials or dangerous goods by sealift?

Answer: Transportation of dangerous goods is governed by a Federal legislation and is subject to specific rules. This website includes links to Transport Canada Website and other pertinent websites; look under '**About Dangerous Goods**' if you wish to consult the documents provided on the subject through these links.

However, as a sealift user, you are not expected to be an expert on the subject, but you are expected to be aware and informed that it is illegal for a carrier to receive, handle and transport any hazardous materials or dangerous goods that are not properly prepared and documented for that purpose. You are also expected to be aware that it is the shipper's responsibility to complete these documents, or get them completed by a person or an agent who is trained and certified for that matter.

Suppliers who advertise, sell and distribute any type of materials classified as dangerous goods, as well as marshalling and packaging firms, are all aware of the detailed requirements, and do normally have a trained and certified internal resource person in charge of completing the necessary forms and affix the required labels on your sealift cargo package.

So, when you place your order, ask your supplier if any of your purchased items are classified as dangerous goods, for what it pertains to maritime transportation. If this is the case, then make sure that your supplier is equipped and committed to preparing your cargo shipment accordingly, and that all paperwork comply with sealift requirements.

Oh! One more thing: it is important that your sealift carrier be informed beforehand of any shipment that includes dangerous goods. DTI, NSSI, TTI require this information 15 days prior to cut-off date. It should be detailed on your Booking Note or anticipated cargo form. Why is that? Because in turn, we are required to compile all information concerning dangerous goods and do our ship- loading plans accordingly. It's the law!

Question: **How to maximize cargo space? Can the sealift user include personal effects in a vehicle or a truck that is to be shipped by sealift?**

Answer: In order to maximize your crated or containerised cargo freight, try to maintain the weight/volume ratio as close as possible to 1 metric ton for every 2.5 cubic meters.

When it pertains to maximizing the vehicles' cost of carriage, there are other considerations to be kept in mind. These are the safety during loading and offloading operations, as well as the liability of the carrier.

Accordingly, the Carrier cannot be held responsible for any loss or damages to personal effects or accessories included in the vehicle. **The Carrier will only tolerate a maximum of one hundred and fifty kilograms (150 Kg) of additional personal effect in a standard-size car or pick-up truck.** Moreover, the Carrier may refuse receipt of a vehicle that appears overloaded, which can cause suspension damages and, more importantly, would represent an unsafe situation at loading & unloading operations.

Should you decide to include any personal effects in your vehicle, then make sure that they are properly crated and secured inside the vehicle, and that the weight of these contents remain within the allowed limit, always proportionally to the vehicle's capacity, **but not exceeding the allowed 150 Kg.** Nonetheless, you still have to accept the total discharge of the carrier's liability for any loss of contents or any resulting damage to the vehicle.

Question: **How to proceed when insuring my cargo? What is the sealift carrier's limit of liability?**

Answer: For each cargo unit (crate, bundle, vehicle, etc.) that is listed on your manifest, the maritime Carrier's liability for damage is limited to two thousands five hundred dollars (\$2,500.00). Information on the Carrier's limited liability is included in the **Booking Note** under the Main terms, which document is an integral part of the Booking Note, constituting a contract signed with Nunavut Sealink & Supply Inc. (NSSI) and the respective clients.

It is therefore recommended that sealift users properly evaluate their needs for the required additional insurance coverage. Information on this subject is provided under this website. Sealift users should contact their Insurance underwriter or consult the section "Insurance», sub section Cargo Insurance" under this website, where they will access more information and details on the sealift insurance subject.

Have more questions?

Call us, or e-mail us at “info@transarctik.desgagnes.com”

We will gladly reply with a clear answer. If your question is among the ‘commonly asked questions’, then we will gladly include it with the answer at the next update of this page.

Thanks.

Desgagnés Transarctik Inc. (DTI)

Nunavut Sealink & Supply Inc. (NSSI),

Taqramut Transport Inc. (TTI)