

VERGI SADAM
Port regulations

1. General information:

Port name:	VERGI SADAM
Port code:	EE VER
Port task:	Port services are provided for ships less than 24 meters in overall length of vessels
Homepage:	www.vergisadam.ee
e-mail:	lauri@vergisadam.ee
Phone:	+372 55567349

Type of commercial undertaking:

Company/Surname:	MTÜ VERGI KALANDUS- JA JAHTKLUBI
Register/national code	80332880

Port location:

Port address:	Lääne-Viru maakond, Haljala vald, Vergi küla, Sadama tee 51, 45404
Center of the port shoreline:	
Latitude:	59°35'58.15"N
Longitude:	26°06'04.47"E
Port water area (m ²):	42703.8
Port territory area (m ²):	19930.4

Technical characteristics of the port:

<p>Floating Pier 2 - Guest pier, pontoon pier (length of pier 15 m, width 2.5 m, height 0.6 m, depth at pier edge 2.6 m). The pier has service columns for supplying vessels with electrical power and drinking water.</p> <p>Stationary Pier 1 - (length of pier 24 m, height 1.5 m, depth at pier edge 2.8 m). The pier has service columns for supplying vessels with electrical power and drinking water. The pier is intended more for vessels of 15+ m. When docking at the pier, please make sure to notify the port staff in advance.</p> <p>Stationary Pier 4 (length of pier 24 m, height 1.5 m, depth at pier edge 2.8 m). The pier has service columns for supplying vessels with electrical power and drinking water. Docking at the pier is done using an anchor buoy.</p> <p>Stationary Pier 5 (length of pier 10 m, height 1.5 m, depth at pier edge 1 m). This is an extension of pier 4. The pier is intended for assisting vessels using a slip or for temporary docking. Docking at the pier is not allowed without prior agreement.</p> <p>Slip – for trailer boats and sport boats.</p>

Quais

Quai number	Length (m)	Depth (m) at the quai (BHS-77)	Depth (m) at the quai (EH2000)	Users
Kai 1	24,0	3,0	2,8	Fishing ship, Pleasure Craft
Kai 2	15,0	2,8	2,6	Pleasure Craft
Kai 4	20,0	3,0	2,8	Fishing ship
Kai 5	10,0	1,2	1,0	Pleasure Craft

Vessel dimensions:

Length max (m):	23.9
Breadth max (m):	10.0
Draught max (m):	2.8
Gross tonnage:	under 500
Additional information:	

Environmental protection:

A more detailed action plan for environmental pollution is described in the Vergi Port pollution control plan (sections 6 and 7).

The procedure for handling ship waste received from small vessels is described in the "Plan for the Reception and Handling of Ship Waste" (Annex 5).

The port does not handle the reception, processing, storage, and dispatching of cargo waste or hazardous goods from small vessels.

The port does not have stationary lifting equipment. The operating restrictions for ordered lifting equipment (mobile cranes) are provided in the respective equipment's technical documentation.

Working hours:

During the navigation season, vessels are serviced at the port 24/7, seven days a week. The port office is located in the reception of the main building, which houses a hotel/restaurant. The hotel restaurant Wirkes' is open year-round. In case there is no attendant at the reception, please contact the general phone number at +372 555 67 349.

Duration of navigation season:

Beginning of navigational season:	1. May
End of navigational season:	31. October

Local time difference from UTC:

Local time difference from UTC:	Daylight Saving Time +3 hours; winter time +2 hours.
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General information about entrepreneurs operating at the port:

Kroonikeskus OÜ , MTÜ VERGI KALANDUS- JA JAHTKLUBI, Wirkes OÜ

2. Entrance into and leave from port and berthing

Notification procedure for the entering and leaving intent of a vessel:

It is advisable for the vessel captain to notify the harbor master of their arrival at and departure from the port as early as possible. Information about the approach of the small vessel to the harbor or its departure can be communicated to the harbor master by phone at +372 555 67 349 or by email at lauri@vergisadam.ee, and upon departure also

at the main building's administration.

When reporting the intention to enter, the following information should be provided:

Name of the small vessel

Estimated time of arrival

Length, width, draft, and weight of the small vessel

A boat berth can also be reserved on the website vergisadam.ee.

Registration of the entering and leaving of a vessel:

To enter and exit the port, permission is required from the harbor master, who provides the necessary information to the small vessel and assigns a berth (for guest vessels).

The entry and departure of the small vessel must be registered at the administrator of the Wirkes' hotel/restaurant in Vergi Port.

Upon departing from the port, the port duty officer must be notified at least one hour before departure.

Exiting the port is permitted after payment for services and obtaining permission from the harbor master.

Requirements of state supervisory bodies for the entering and leaving of the

To obtain entry and exit permits, the following information must be provided:

Name and type of the small vessel

Flag state

Name of the small vessel's home port/yacht club

Port of departure and destination

Vessels that have a permanent berth during the port season must complete entry and departure notices only in special circumstances (e.g., major competitions) and at other times register according to point:

Time of departure and arrival in the Vergi Port entry and exit registration book (available at the guesthouse administrator's desk) or online at vergisadam.ee

Length, width, draft, and weight of the small vessel

Number of people on board

Name and contact details of the small vessel's captain

Arrival formalities and the documents required, pursuant to quarantine, customs and border guard regulations:

Before leaving Estonian territorial waters for ports in third countries, the small vessel must complete the required border and customs formalities at the nearest border points open for international traffic. In Vergi port, this can be done on a call-out basis.

Small vessels and their crew members and passengers who depart from or arrive at Vergi port to a third country (non-Schengen member state) must undergo border control. Border control must be completed before leaving for a third country or arriving from a third country at one of the border points open for international traffic in a Schengen member state. Border control is carried out based on the requirements of legislative acts. The captain of the small vessel presents to the border guard officer:

A list of persons on board the small vessel, i.e., a muster list, in two copies (one copy for Estonian small vessels);

Travel documents of the persons on board;

Certificate of ownership of the small vessel. If the small vessel is used by a person who is not the owner, they must have a power of attorney issued by the owner, a lease receipt, or a document proving the rental. The legitimate use of the small vessel can also be proven with a muster list signed by the owner of the small vessel.

IN THE REPUBLIC OF ESTONIA, THE FOLLOWING BORDER POINTS ARE OPEN FOR BORDER CONTROL:

<https://www.politsei.ee/en/border-points>

Vergi border point, Vergi port, Open at designated times, Call-out +372 619 1260

NB! When traveling in Schengen member states, a valid travel document (passport, ID card) must be carried.

Free zone implementation:	no
Border regulations:	
National supervision contact details:	ei ole
Presence of supervision authorities:	no
Presence of customs control:	no
Presence of veterinary inspection:	no
Presence of plant protection service:	no
Presence of ship inspection:	no

Border regulations:

Border regulations:	On call
Border regulation applies to:	Small craft
Working hours:	24h
Contact details:	+372 619 1260

Quarantine, customs and border guard regulation formalities and document drafting:

On calling

Organization of communication with vessels upon entrance, lying at port and departure from the port:

Information about a small vessel's approach to the port or its departure can be communicated to the harbor master by phone at +372 555 67 349 or by email at Lauri@vergisadam.ee. Upon departure, this can also be done at the main building's administrator.

Radio communication channels:	VHF not available
Call sign:	-

Requirements for moored vessels (prohibitions, requirements and other conditions):

1. A small vessel may only stay in the port with the permission of the harbor master.
 2. The harbor master's orders regarding the mooring or relocation of small vessels in the port are mandatory for small vessel captains, shipowners, crew members, and those responsible for the floating vessel.
 3. Small vessels have the right to use the port berths in accordance with the conditions set out in the port regulations, having previously paid the fees established in the port's price list.
 4. A small vessel is only entitled to use the berth assigned to it. Vessels relocated without authorization will be returned to their place, and the owner of the vessel will be charged a rehandling fee.
 5. Mooring lines of small vessels must be secured in such a way as to ensure safe mooring in the port in all weather conditions and that the vessel does not pose a danger to other vessels and port facilities. Mooring lines must be secured only to the designated bollards or eyelets.
 6. The use of anchors in the port water area is not allowed except with the written permission of the harbor master or in emergencies.
 7. Vessels moored at the quay are allowed to operate propellers at the lowest possible revolutions for main engine preparation for sea and for hauling. Prolonged operation of propellers is not allowed.
 8. All small vessels in the port must have proper markings (for vessels in the small craft register, a side number (a name may also be present), for vessels in the ship register, a side number or name).
 9. The small vessel captain must ensure the safe mooring of the small vessel in the port in all weather conditions, the safe boarding and disembarking of people, and the protection of property on board.
- The port does not bear any responsibility for the

property of the small vessel owner on the port territory or for the health/safety of the passengers of the small vessel.

10. The use of shore power must be coordinated with the harbor master. If the wind speed exceeds 15 m/s, the owners of small vessels are required to turn off shore power.

11. Launching and lifting of small vessels must be coordinated with the port duty officer. The small vessel owner or their representative is responsible for safety.

12. All small vessel keel blocks and trailers must have the name or number of the small vessel. Keel blocks and trailers must be clean and painted.

13. Any cases of damage or destruction of hydraulic equipment and sea marks must be reported to the harbor master or yacht club administration.

14. If the mooring or maneuvering of a small vessel in the port or water area results in material damage to hydraulic structures or other small vessels, the owner must compensate for the damage at the request of the damaged small vessel owner or port operator.

15. Any noticed or potential damages and faults on floating docks, other port facilities, or neighboring vessels (loose lines or sails, fender not in the right place, broken bridge or parts, etc.) should be rectified by the person who notices them, if possible, and immediately reported to the harbor master.

16. Yachts moored at the quay must have their standing rigging and packed (rolled) sails securely fastened in such a way as not to cause excessive noise.

17. It is prohibited in the port to:

- Relocate small vessels and lift them out of (into) the water with a mobile crane without the harbor master's permission;
- Discharge or pump overboard water containing sewage or petroleum products;
- Wash the vessel (tanks, decks, superstructures) if the wash water pollutes the port water area (contains oil or other environmentally harmful substances);
- Connect small vessels to the electrical network without authorization;
- Use the small vessel's toilet if there is no fecal water collection tank;
- Empty toilets and septic tanks in the port area;
- Store canisters, oil and fuel drums, and other personal property on the quay;
- Place waste anywhere other than the designated containers; go on board small vessels without the permission of the owner, captain, or their substitute;
- Keep unvaccinated animals on small vessels and leave animals unattended on small vessels or port territory;
- Listen to loud music on small vessels or behave in a way that disturbs others,
- The port's quiet hours are from 23.00 to 08.00;
- Swim in the port water area;
- Leave underage children unattended on the port premises.

18. The port offers berths within its territory for the consumption of necessary services by small vessels for a fee fixed in the price list but does not enter into a custody agreement for the storage of the small vessel or items on it and is not responsible for the small vessel or property on the small vessel. The port operator is not responsible for damages that may occur in the port area and water area as a result of theft, natural disasters, fire, etc.

19. The harbor master has the right to impose specific requirements related to ship traffic on small vessels, and prohibit the entry and exit of small vessels to and from the port.

20. Dispose of other domestic waste in the designated waste bins or containers. Follow the markings and sort waste accordingly.

21. Any transportation of the watercraft within the port territory is under the supervision and responsibility of the watercraft owner, or with the owner's written permission. For safety, the harbor master has the right to relocate the watercraft within the port territory without the owner's consent. If possible, the harbor master will inform the owner of the watercraft about the relocation. The port operator is not responsible for any damages that may occur during the transportation, storage, or relocation of the watercraft within the port territory.

Works inside and on the deck of moored vessels (execution of works that generate noise and rubbish; welding and works involving fire; outboard works; launch of boats and rafts; ballast water pumping; tank cleaning, repair of propulsion (main engine)):

22. The owner of a small vessel must coordinate with the harbor master for works that create excessive noise and debris. During the spring cleaning of the underwater part of the small vessel from old toxic paint and coating it with new paint, the owner must ensure the cleanliness of the port territory and environmental safety. These works must only be carried out in designated areas. The area used for the works must be covered with plastic.

23. Welding or other fire-hazardous works on small vessels and in the port area are allowed with the permission of the harbor master. Upon obtaining permission, the harbor master must be notified of the commencement and completion of the works.
24. For works over the side of the vessel, the harbor master must be informed, and measures must be taken to ensure the cleanliness of the port water area.

3. Vessel traffic rules:

Vessel traffic in the port's water area (shifting, maneuvering):

25. When navigating in the port water area with a small vessel or other watercraft, the "International Regulations for Preventing Collisions at Sea" apply.
26. When small vessels are entering and exiting simultaneously, the vessel exiting the port has the right of way, except in cases of emergency.
27. The relocation of small vessels within the port water area is only permitted with the permission of the harbor master.
28. Performing stunts and any kind of towing for recreational purposes in the port water area is prohibited.
29. Operating jet skis in the port water area is allowed only with the permission of the harbor master.
30. Small vessels navigating in the port water area must be registered in accordance with applicable legislation, and their operators must have a valid operator's certificate.

Requirements for vessel in traffic under normal and special conditions:

31. When navigating and maneuvering in the port water area, the small vessel captain must choose a speed that does not create a wake and ensures that the small vessel maintains steerability with the help of the rudder. The speed limit in the port area is 3 knots.
32. Navigation or maneuvering must be safe for the small vessel itself, as well as for other small vessels in the water area, and for the port facilities.
33. The steering, anchoring, and hauling equipment of the small vessel must be in working order and ready for use.
34. Depending on weather conditions, the water level in the port may differ from the calculated Amsterdam zero level.

Vessel mooring:

35. Vessels that have a permanent berth during the port season dock at the location designated by the port operator. In special circumstances (strong wind) and with prior coordination with the harbor master, docking at the more sheltered quays of the port is allowed.
36. For small vessels that do not have a permanent berth in the port (guest vessels), the docking place is assigned by the harbor master.
37. Mooring and buoy lines must be secured and fenders placed so that safe mooring is ensured in all weather conditions.

Vessel towing:

no

Vessel traffic under ice conditions:

no

Special conditions:

At the floating piers, the presence of outsiders is prohibited from 00:00 to 08:00 at night. If there is a need to access the floating piers during these hours, the yacht club administrator must be notified. In cases of non-notification, the administrator may call a security company for inspection, and the cost of the call-out will be borne by the violator of the established order.

4. The port services and related services provided at the port and the procedure for provision of services:

The following port services are provided at the port:

Type of service:	Enabling mooring
Service description:	

Service providers and their contact details:

Company/Surname:	MTÜ VERGI KALANDUS- JA JAHTKLUBI
Register/national code	80332880
Address:	Sadama tee 51/2, Vergi küla, Haljala vald, Lääne-Viru maakond, 45404
Phone:	+372 55567325
Fax:	
e-mail:	sardis@kroonikeskus.ee
Homepage:	
Contact person:	

Stevedore works:

Possibility of stevedore work execution:	no
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Supplying vessels with water:

Fresh water supply possibility:	yes
Quantity:	3.0 m ³

Reception of the ship-generated waste and cargo residues:

Reception of ship-generated waste:	yes
Reception of cargo residues:	no
Reception of domestic waste:	yes
Quantity of domestic waste:	1.0 t
Reception of bilge water:	no
Quantity of waste water:	
Reception of waste water:	yes
Quantity of bilge water:	3.0 m ³
Reception of other waste materials:	no

Description of cargo processing terminal

Loading, unloading, storage, and warehousing of goods do not take place in the port.
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Supply of fuel and lubricants:

Possibility of refueling:	no
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Diving operations:

Diving operations:	no
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Repairs and painting:

Possibility of repairs and painting:	no
Type of performable repairs:	Minor repairs

Possibility of executing works that generate noise and rubbish:	yes
Possibility of welding operations involving fire:	yes
Possibility of executing outboard works:	yes
Main engine repair possibility	yes

Vessel connection to onshore supply systems:

Possibility of vessel connection to	yes
Possibility of vessel connection to power supply	yes

Other services provided by the port:

Type of service:	Slip
Service name:	
Service description:	

Type of service:	Toilet
Service name:	
Service description:	

Type of service:	Parking
Service name:	
Service description:	

Type of service:	Bicycle rentals
Service name:	
Service description:	

Type of service:	Electricity
Service name:	
Service description:	

Type of service:	Catering
Service name:	
Service description:	

Type of service:	Coffee shop
Service name:	
Service description:	

Type of service:	Fresh water
Service name:	
Service description:	

Type of service:	Internet
Service name:	
Service description:	

Type of service:	Trash collection
Service name:	
Service description:	

Description of railways

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Description of mainland roads

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Number of toilets

Number of toilets	5
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5. Passenger service regulations at the

Boarding and disembarking from the ship:

Passenger boarding and disembarking from the ship:	no
Organization of ticket sale:	no
Passenger safety requirements:	Vergi Port does not provide services to passengers. However, vessel owners are allowed to offer yacht trips at sea. Vergi Port does not take responsibility for the safety and appropriate instruction of the passengers; this responsibility lies with the captain of the specific vessel.
Passenger services:	

6. Medical aid at the port:

Presence of medical facility:	yes
Contact information:	+372 555 67 349

7. Fire safety requirements in the port and management of rescue operations:

Fire safety rules:	Ensuring fire safety in the port territory, buildings, and facilities is governed by the general fire safety guidelines of Vergi's main building, which can be reviewed at the main building's reception. Conducting fire-related works in the port territory is permitted with the authorization of the harbor master. It is prohibited to obstruct access paths leading to small vessels in the port, as well as to fire-fighting equipment and gear. Smoking is only allowed in designated areas.
Location of equipment:	The piers in the port are equipped with rescue posts (lifebuoy with throwing line, ladder, boat hook, fire extinguisher), which are placed in visible locations with ensured access. In emergencies, all fire extinguishers, rescue equipment, and first aid supplies are available for use by all persons present in the port area. Primary fire extinguishing equipment is located in well-visible places on the port territory and in facilities, and is appropriately marked.
Type of fire safety equipment:	fire extinguisher
Quantity of fire safety equipment:	20
Reference to the pollution control plan:	www.vergisadam.ee

8. Procedure for summoning the emergency services and other service or supervision authorities

Guard service organizer	Wirkes OÜ
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name:	
Registry code:	16239921
Contact details:	55567349
Description of guard regulations:	Cameras
Police:	112
Rescue board:	112