

Attachment 2

Guide for Submitting the "Reporting Form on US-Linked Vessel Information"

《船舶涉美信息报告表》申报指南

Published: 14 October 2025, 00:02

发布时间:2025-10-14 00:02

Source: Maritime Safety Administration of the People's Republic of China

发布时间:2025-10-14 00:02 来源:中华人民共和国海事局

1. Submission Method

申报方式

According to the "Announcement by the Ministry of Transport on the Implementation Measures for Collecting Special Port Fees from U.S. Vessels", the shipowner or their agent must submit the " Reporting Form on US-Linked Vessel Information " together with the entry application materials to the maritime administration when applying for the port entry of an international voyage ship.

根据《交通运输部关于对美船舶收取船舶特别港务费的公告》，船方或其代理人应在国际航行船舶进口岸申请时，将《船舶涉美信息报告表》与进口岸申请材料一并提交海事管理机构。

Submission Channels:

提交途径:

- International Trade "Single Window" - Navigate to: Ship Transport Tools - Select: Entry (Port) Dynamic Declaration - Under: Attachment Management

国际贸易“单一窗口”--船舶运输工具--进境（港）动态申报--附件管理

II. Instructions for Completing the "Reporting Form on US-Linked Vessel Information"

《船舶涉美信息报告表》填写说明

船舶涉美信息报告表

Reporting Form of U.S.-Linked Vessel Information

船名 Vessel Name		IMO 编号 IMO No.		Based on the actual condition of the vessel, truthfully complete the 14 items of vessel particulars herein.
国籍 Flag		建造国 Built in (country)		
所有人 Owner		地址 Address		
光船承租人 Bareboat charterer		地址 Address		
经营人 Operator		地址 Address		
靠泊港口 Arrival port		靠泊时间 Arrival time		Vessels ticking "No" here need not complete all the details below.
航次号 Voyage No.		净吨 Net tonnage		
本船是（否）为《对美船舶收取船舶特别港务费实施办法》第二条第一款第（一）至（五）项规定船舶。 This vessel is (not) as stipulated in Article (1) to (5), Paragraph 1, Section 2 of the Implementation Measures of Special Port Fee for the U.S. Vessels.				是 (Yes) 否 (No)
以下内容仅上一栏中填写“是”的船舶填写 The following is to be filled by vessels selecting Yes in the preceding section				
本船是（否）： This vessel is (not):				
(1) 美国的企业、其他组织和个人拥有船舶所有权的船舶 (1) owned by an entity, other organization, or a citizen of the U.S.				是 (Yes) 否 (No)
(2) 美国的企业、其他组织和个人运营的船舶 (2) operated by, or controlled by, an entity, other organization, or a citizen of the U.S.				是 (Yes) 否 (No)
Based on the actual condition of the vessel, cross-reference each item from (1) to (5) and tick 'Yes' next to applicable clauses, ticking 'No' for clauses that are not applicable.				

For vessels exempt from payment due to prior port fees paid, or vessels that have already made five payments within the current year, or vessel with other exemption circumstances, tick 'No' in this box and state the reason. Vessels with no exemptions or payment waivers should tick 'Yes' in this box.	(3)美国的企业、其他组织和个人直接或间接持有 25%及以上股权（表决权、董事会席位）的企业、其他组织拥有或运营的船舶 (3)owned by, controlled by, or operated by an entity with 25 percent or more of this entity's equity interest, outstanding voting interest, or board seats is held directly or indirectly by an entity, other organization, or a citizen, of the U.S.		是 (Yes)	否 (No)
	(4)悬挂美国旗的船舶 (4)U.S.-flagged		是 (Yes)	否 (No)
	(5)在美国建造的船舶 (5)U.S.-built		是 (Yes)	否 (No)
	本船本次进口岸应（否）缴纳船舶特别港务费。 This vessel shall (not) pay the special port fee for this arrival. 原因: Reason:		是 (Yes)	否 (No)
	本船本航次船舶特别港务费缴费情况 Payment status of the special port fee of this vessel for this voyage			
For vessels that have previously called at other ports in China and paid fees during this voyage, put 'Yes' in this field and provide the calling date, voyage number, payment date, and port of payment in the cells on the right. For vessels that have not yet paid fees during this voyage, enter 'No' in this field.	是否已缴费 Paid (or not)	航次号 Voyage No.	缴费日期 Payment Date	缴费港口 Payment Port
	本船本收费周期内靠泊中国港口及船舶特别港务费缴费情况 Calling and payment status of the special port fee of this vessel in China in this billing year			
	靠泊日期 Arrival Date	航次号 Voyage No.	靠泊中国港口 Arrival Port	是否已缴费 Paid (or not)
备注: Remarks:				
签章 Signature: 日期 Date:				
以下由海事管理机构填写 The following is to be filled by the Maritime Safety Administration				
经核查, 确认该船本次进口岸应（否）缴纳船舶特别港务费:			Yes	No
Upon verification, it has been confirmed that the vessel's current port of entry is subject to the payment of special port fees.			Handler :	Date:

Maritime Safety Administration of the People's Republic of China

中华人民共和国海事局

14 October 2025

2025 年 10 月 14 日