SHIP BROKING PROCESS

PRE-FIXTURE

- First and foremost, Shipbroker need to gather following information from the charterer before going into the market.
- Charterer's & Shipper's background.
- Type of cargo, quantity, stowage factor.
- Loading & discharging ports.
- Loading and discharging rates according to Charterer's sales contracts.
- Commission details
- Laycan (shipment date)

FIXTURE

- Contacting the right ship owner and starting the process of negotiation.
- Depending on the current state of the market, shipbroker could get the right vessel and rate required.
- Indentifying the right ship/rate, anroker send the ship owners initial rate offer to the charterers.
- If the rate offer is to interst of charterer, then to get ship owners complete terms and conditions and forward to charterer for review.
- Charterer may agree to the terms or may wish to make some changes which then communicate with the ship owner for their confirmation
- Once an agreement has been reached, then to advise the ship's details including ships certificates (where required) to the charterer.
- The final fixture recap is prepared and confirmed with both parties.
- Get timely confirmation that all subs lifted.
- Charter party is signed by both parties.
- The fixture is now complete.

POST FIXTURE

- Post-Fixture Loading
- To ensure that the charterer/ship-owner has nominated an agent at the ports ensure that the load port agent has received the nomination from ship-owner in order to nominate the ship with the port monitor the agents, stevedores, shipper, cargo movement on a daily basis.
- Monitor that the bills of lading drafts are confirmed in time
- Monitor and report loading speed, loading berth, weather conditions etc on a daily basis.
- Ensure that the ship-owner and charterer are informed daily about current stage of loading process.
- Check NOR+SOF upon completion of loading and find out if demurrage occurred or not
- Receive, check & send freight invoice
- Post-Fixture Discharging
- Ensure that the payment of freight and commission is done (get the swift copy etc etc)ensure that the discharge port agent receives the nomination together with ETA.
- Monitor the ships ETA to discharge port and discharging prospects/queue on a daily basis till berthing.
- Monitor and report discharging process, holidays, weather conditions etc.
- Check NOR+SOF, if there is demurrage.
- Do final calculations of discharge port demurrage and its payment control.