

## Instructions for handling units via port of Kapellskär

**Address:** Tallink / Silja Line, Kapellskär  
Kapellskär 14  
(follow the signs to Cargo, Tallink / Silja Line, area C)

**Postal code & district:** SE-760 15 GRÄDDÖ

**Contact details:** Cargo Check-in Kapellskär +46 (0)8 – 666 60 30  
+46 (0)73 – 978 60 01

**Opening hours:**

Monday:	05:45 – 15:00
Tuesday:	05:45 – 15:00
Wednesday:	05:45 – 13:00, 15:00 – 21:00
Thursday:	05:45 – 15:00
Friday:	05:45 – 13:00, 15:00 – 21:00
Saturday:	05:45 – 15:00
Sunday:	05:45 – 15:00

Exceptions may occur due to deviation in timetable, for more details, please go to:  
<https://se.tallink.com/hamnar-check-in>

**Timetable:** Please go to: <https://se.tallink.com/tidtabeller>

### Entrance to harbor:

Follow the signs to area C. The Cargo office is located to the left (marked C at the map) after entrance to the buffer area. **The driver must always bring the delivery note including booking numbers and a valid ID-card to Cargo check-in.**

### Instructions for parking/picking up trailers and export/import units and reloading area:

**For trailers:** the driver will get a pin code from Cargo office at **area C**. For entrance to the harbor area, the driver needs to enter the pin code at the touch screen at gate **KAP 17** (marked T on the map), **area B**.

**For Cars and Chassis:** the driver will get a pin code from Cargo office at **area C**. For entrance to the harbor area, the driver needs to enter the pin code at the touch screen at gate **KAP 13** (marked CH on the map). Cargo clerk will advise the driver to correct parking space. After delivery, the keys shall be handed over to the Cargo office.

**For Reloading area:** the driver shall first go to check-in (marked C on the map), after that drive to the reloading **area A** (marked R on the map).

**Delivery of cars/chassis and access to the reloading area are not possible outside of our opening hours.**

### Instructions for leaving/picking up trailers outside opening hours (export, import):

An email with the driver's name and date of birth, car register number, booking number and trailer register number must be sent to [cargocheckin.kapellskar@tallinksilja.com](mailto:cargocheckin.kapellskar@tallinksilja.com), between 08 – 16 o'clock. The driver goes directly to gate KAP 17 (marked T on the map), **area B** and presses the button to Tallink (redirects to Port of Stockholm traffic central), shows the ID at the ID-card reader and informs the booking number for the export or import trailer. The Gate will be opened if the booking number / ID is correct with the pre-notification.

**Delivery of trailers containing dangerous goods cannot be done outside of our opening hours.**

The port of Kapellskär:

