

- A 'First come, first served' principle is used.
- To get a position in the queue, an interested party sends a request for an offer by email to the commercial manager of Gate terminal. A valid request includes the requested start date, the requested capacity (bcm) and the requested contract term. The requested capacity must be an integer number and the contract term should have a minimum of three (3) years. The start date should match the first date of availability or be the first of October. An interested party can request a maximum capacity as published as available capacity on the Gate terminal website.
- After receiving a valid request by email, Gate terminal will contact the interested party. The interested party enters the queue.
- A modification to an original request is considered as a new request. The original request is removed from the queue and the new request enters the queue.
- In the event of Gate terminal having capacity available (per Gate website) for the requested period and after giving priority to earlier requests in the queue, Gate terminal starts preparing an offer. During the phase where the offer is prepared, the requested capacity is reserved for the interested party. Gate terminal updates the availability figure on its website once a contract is signed.
- If, based on available capacity and earlier requests in the queue, Gate terminal cannot already submit an offer, the interested party will be notified. The interested party can withdraw its request (without triggering a 4-month waiting period) or maintain the request in the queue until Gate terminal has an update.
- After Gate terminal has finalized the offer, the offer is shared with the interested party where the offer includes a certain validity period.
- If an offer is refused by the interested party or a request is withdrawn, unless Gate terminal was not yet able to submit an offer, a new request for capacity can only be submitted after four (4) months after receipt by Gate terminal of the refusal or withdrawal of the offer. Other requests by the refusing interested party already in the queue remain in the queue and will be handled according to this 'First come, first served' procedure.
- If the interested party does not approve the offer within the validity period, the requested capacity will be released and can be offered to the following interested party in the queue.
- Gate terminal reserves the right to modify the process.