

DUTCH IMMIGRATION PROCEDURE

- **Entry and departure from the Netherlands must be via one of the following ports.**
 - Amsterdam
 - Rotterdam
 - Den Helder
 - Ijmuiden
 - Scheveningen
 - Vlissingen
 - **Breskens – Although this is not an official port of entry, experience shows that the Dutch officials will visit the port to stamp passports. Ask at the marina office.**
- **All voyages entering and leaving the Netherlands must be reported by emailing the official crew list to the Dutch immigration service. See extract A on page 2 of this document.**
- **The office has completed the forms and will email them to the boats email address. Paper copies are in this folder.**
- **If you think that you will not be able to email the form from the boat, please let the office know so we can arrange for it to be emailed at the appropriate time.**
- **The personal details, particularly passport numbers, must be checked before submitting the form.**
- If arriving at Rotterdam, the email address is rotterdam@dutch-immigration.nl
- For all other ports, the email address is dutch.immigration@mindef.nl

PASSPORT STAMPING

- On arrival at the port of entry all sea staff and crew members must go to the local immigration office and get an entry stamp in their passports.
- Before departure from the Schengen area, all sea staff and crew members must go to the local immigration office and get an exit stamp in their passports.
- The marina office will be able to help you with locating the immigration office. It may be that the officials will come to the boat.

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USEFUL CONTACTS

- **Royal Netherlands Marechaussee**
Telephone: [0800 1814](tel:08001814) (within the Netherlands), [+31 88 958 18 14](tel:+31889581814) (from abroad)
E-mail: dutch.immigration@mindef.nl
- **Seaport Police**
Telephone: [+31\(0\) 88 964 27 20](tel:+310889642720)
E-mail: rotterdam@dutch-immigration.nl
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EXTRACT A

The text below is taken from the Royal Netherlands Marechaussee website. To see the full text go to <https://english.marechaussee.nl/topics/reporting-requirements-for-commercial-and-recreational-vessels>

Reporting prior to arrival

Reporting must be done:

- At latest 24 hours prior to arrival in port.
- Or, if the journey time is less than 24 hours: no later than the moment your ship leaves the previous port.
- Or, if the port of call is still unknown or changes during the journey: as soon as this information is known.

Reporting prior to departure

As the captain, you are responsible for the timely reporting of departure. Border control will be conducted once time of departure is known.

The following

- A minimum of 3 hours prior to the moment the ship crosses the external border of the [Schengen Area](#).
- A maximum of 3 days prior to the moment the ship crosses the external border of the Schengen Area.

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Exceptions

Exceptions are unforeseen and exceptional circumstances or when the ship is less than 3 hours from a [border crossing point](#). In that case, reporting must be done as soon as possible, so that an officer from the border crossing point can conduct an identity check.