

**AUTORIDAD DEL CANAL DE PANAMÁ**  
VICE PRESIDENCY FOR TRANSIT BUSINESS**ADVISORY TO SHIPPING No. A-11-2020**

March 30, 2020

**TO** : All Shipping Agents, Owners, and Operators

**SUBJECT:** Modifications to the Procedures Regarding Guarantees for Booking Substitutions and Changes in Booking Date

Effective April 1, 2020, the procedures regarding changes in booking substitutions and dates, as mentioned in Advisory to Shipping A-10-2020, are being modified as follows:

- Changes in booking dates for slots awarded prior to February 15, 2020, will require the establishment of the booking guarantee prior to the acceptance of the date change. If the guarantee is not received, the date change request will not be processed.
- For booking substitutions that involve a slot that was awarded prior to February 15, 2020, the booking guarantee for the substituting vessel and the guarantee for the Transit Itinerary Creation Fee shall be placed prior to the substitution being accepted by the Panama Canal Authority (ACP). Otherwise, the substitution will not be processed.
- For booking substitutions involving slots awarded after February 15, 2020, the guarantee for the Transit Itinerary Creation Fee and the booking guarantee of the substituting vessel shall be placed prior to substitution being processed. The guarantee for the substituted vessel will be reimbursed within 10 working days after the substitution is processed. Once the slot is assigned to the substituting vessel and the Transit Itinerary Creation Fee of the substituted vessel is cancelled, the Transit Itinerary Creation Fee for the substituted vessel will be reimbursed within 10 working days.

**ORIGINAL SIGNED**

Ilya R. Espino de Marotta  
Acting Vice President for Transit Business