

HL e-Shipping Instruction manual

- 1) www.intra.com 접속
- 2) 로그인 후
- 3) B/L data 입력 방법
 - a) 해당 **Booking #**를 찾아 부킹 내용으로 들어가서 하단의 **"Shipping Instruction"** 버튼을 누르면 SI 생성되며 기본적인 **Data**는 부킹에서 끌어옵니다.
 - b) 메인 화면에서 **"Shipping Instruction"**으로 들어가서 **"Create New SI"** 버튼을 눌러 SI 생성 할 수도 있습니다. (Template 파일을 이용하시거나, 기존에 전송되었던 SI를 Reuse하는 방법도 있습니다.)
- 4) 빨간색 화살표 표시 부분 입력 후 -> continue -> error가 있을시, 상단에 표시 --> 수정 후 continue -> review 화면에서 이상있으시면 make corrections, 없으면 submit 눌러주세요.

<p>*Shipper</p> <input type="text"/> <p>Address (35 x 4 line)</p> <input type="text"/> <p><input type="checkbox"/> Add to Favorites</p>	<p>Forwarder</p> <input type="text"/> <p><input type="checkbox"/> Add to Favorites</p>	<p><input checked="" type="radio"/> Carrier <input type="radio"/> Universal Carrier Access</p> <p>*Carrier</p> <p>Select one</p> <p>*Carrier Booking Number</p> <p>(multiple allowed ex. 371,425)</p>
<p>*Consignee</p> <input type="text"/> <p>Address (35 x 4 lines)</p> <p><input type="checkbox"/> Add to Favorites</p>	<p>Notify Party</p> <input type="text"/> <p>Address (35 x 4 lines)</p> <p><input type="checkbox"/> Add to Favorites</p> <p>+ Show Additional Parties</p>	<p>References (multiple allowed ex. 371,425)</p> <p>B/L Reference Number</p> <input type="text"/> <p>Shipper's Reference Number</p> <input type="text"/> <p>Purchase Order Number</p> <input type="text"/> <p>Forwarder's Reference Number</p> <input type="text"/>
<p>*Vessel</p> <input type="text"/>	<p>*Voyage</p> <input type="text"/>	<p>Lloyd's Vessel Code</p> <input type="text"/>
<p>Origin of Goods</p> <input type="text"/> <p>Origin (Place of Carrier Receipt)</p> <input type="text"/> <p>*Port of Load</p> <input type="text"/> <p>*Port of Discharge</p> <input type="text"/> <p>Destination (Place of Carrier Delivery)</p> <input type="text"/>	<p>Print on B/L as</p> <input type="text"/> <p>Print on B/L as</p> <input type="text"/> <p>Print on B/L as</p> <input type="text"/> <p>Print on B/L as</p> <input type="text"/> <p>Print on B/L as</p> <input type="text"/>	<p>*Move Type</p> <p>Select one</p> <p>Shipment Type</p> <p>FCL (Full Container Load)</p> <p>Routing Instructions</p> <input type="text"/>

체크하시면 다음번에 위의 버튼을 눌러 데이터 불러오기 가능

Particulars

<p>Container 1</p> <p>*Container Number</p> <p>*Container Type</p> <p>Container Total Cargo Weight (excluding tare)</p> <p>Container Gross Volume</p> <p>Container Supplier</p> <p>Carrier Seal # Shipper Seal</p> <p>Add Container Details</p>	<p>Cargo 1</p> <p>*Package Count *Package Type (Outermost)</p> <p>Print on B/L as</p> <p>*Cargo Description</p> <p><input type="checkbox"/> Add to Favorites</p> <p>Marks and Numbers</p> <p><input type="checkbox"/> Add to Favorites</p> <p><input type="checkbox"/> I'm shipping only one cargo in this shipment</p>	<p>Cargo Gross Wt & Vol</p> <p>*Cargo Gross Wt (Cargo+Packaging)</p> <p>Cargo Gross Volume (Cargo+Packaging)</p> <p>Cargo</p> <p>[1] Add Copy Delete</p> <p>Container</p> <p>[1] Add Copy Delete</p>
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Documentation and Freight Charges

Clauses

Age of Vessel

Caribbean Basin Initiative (CBI)

Carrier Reserves the Right to Place Container(s) in Heated Warehouse at a Set Cost

Certification Statements

Defined Clauses

B/L Place of Issue Print on B/L as Requested Date of Issue

All Charges Prepaid

Individual Charges

*Ocean Freight Prepaid Destination Port Charges(THC) Select one

Origin Port Charges(THC) Select one Origin Maulage Charges Select one

Destination Haulage Charges Select one Additional Charges Select one

*Ocean Freight Payable at Select One

Currency Type USD United States of Amc Shippers Declared Value Total Number of Containers

B/L Print Instructions (Provided to the Carrier, not printed on Bill of Lading)

B/L Type Original Non-Negotiable

Seaway/Express:

This is a House Bill

B/L Comments

Master Bill Number

Partner Notification Emails

Partner Notification Emails

You may specify up to six (6) email addresses separated by commas (ex. address1@intra.com, address2@intra.com).

*SI Name

1대 이상의 컨테이너에 하나의 cargo 사용할때 체크 꼭 하주세요.

Cargo 및 Container 추가기능

* 기타 문의 사항있으시면 아래의 전화번호 및 이메일 주소로 연락 바랍니다.

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