

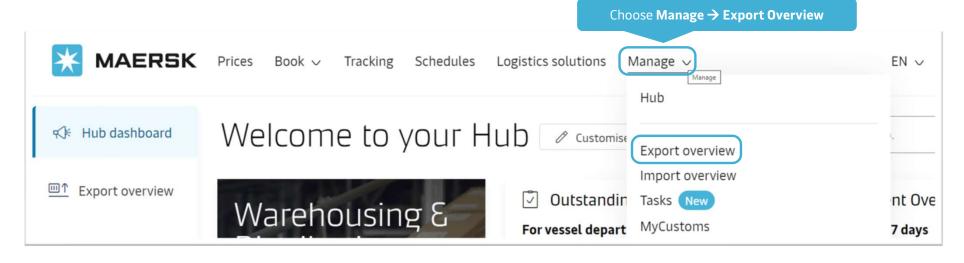


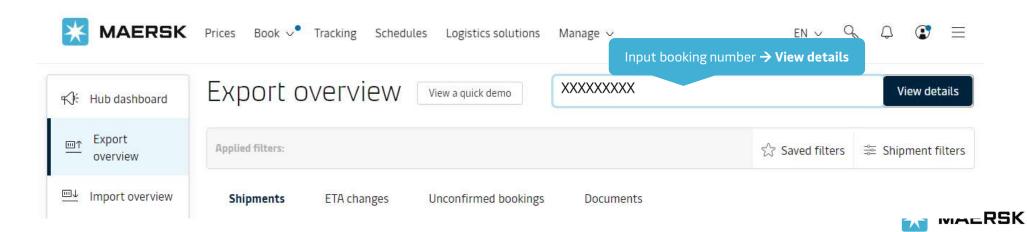
WEBSITE www.maersk.com



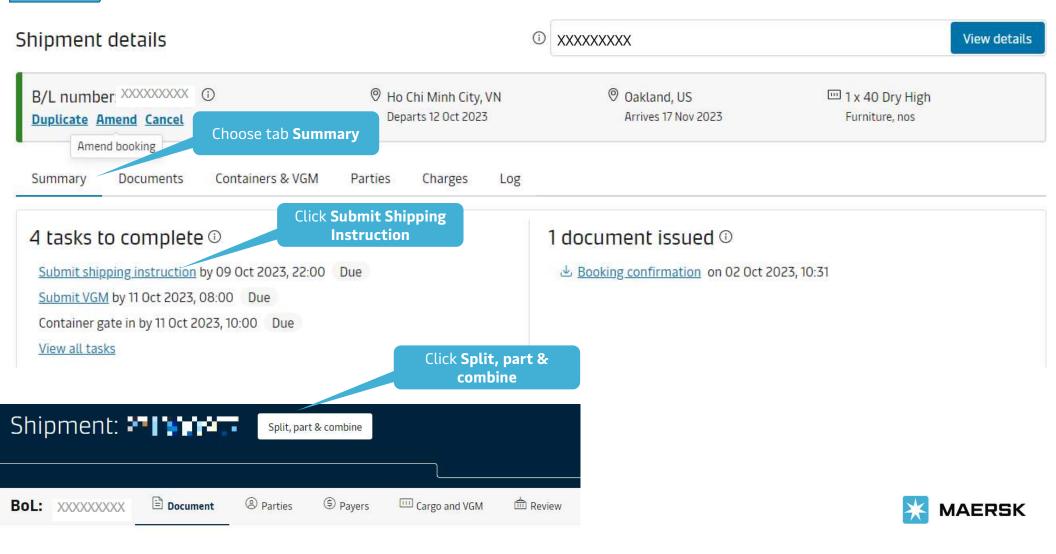
SUBMIT SHIPPING INSTRUCTION (Split – full container)

Log in website: www.maersk.com

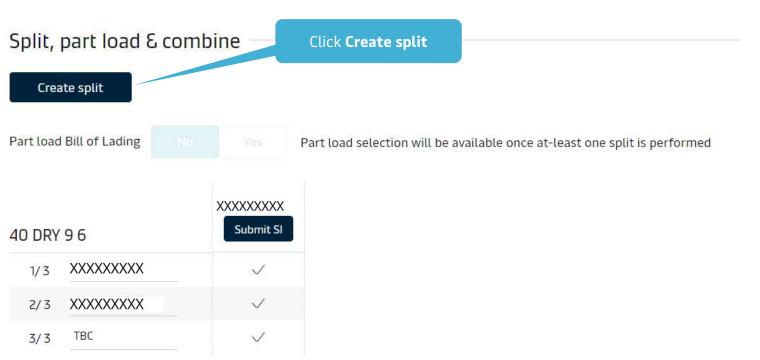




Go to Summary for Shipping Instruction



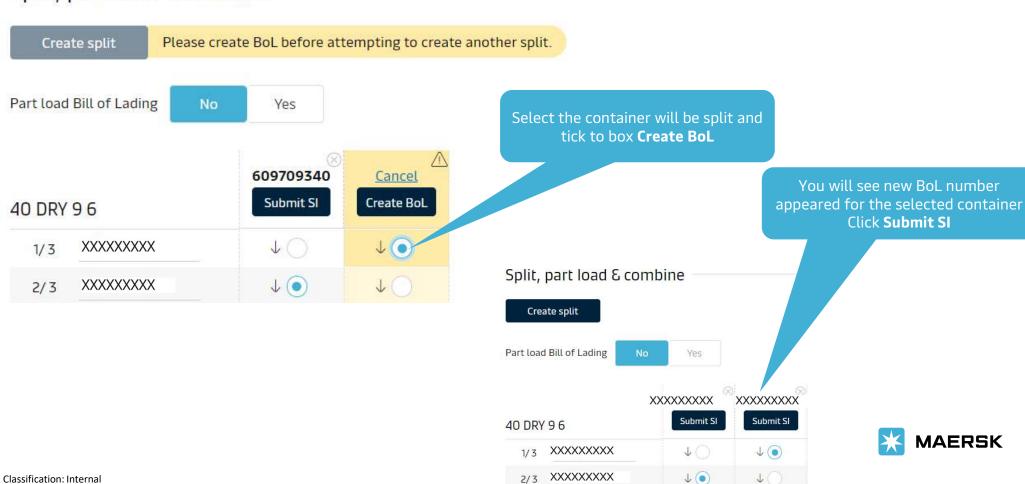




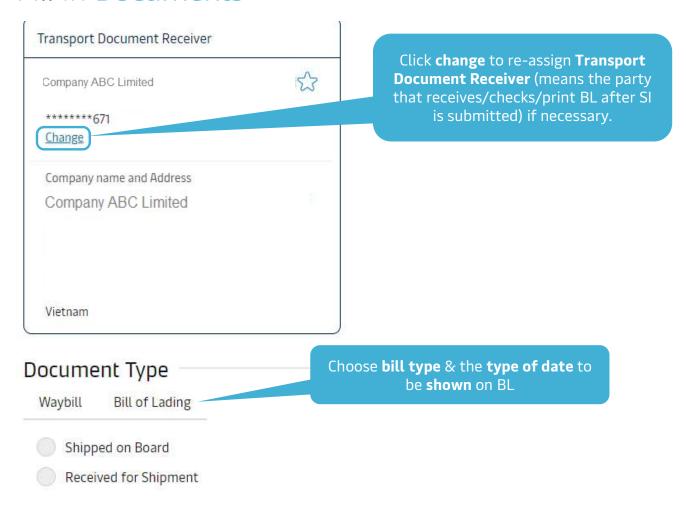


Perform the split

Split, part load & combine



Fill in Documents





Shipment References

Does this shipment have a House Bill of Lading (Is this Master bill of lading)?

Yes
 No

House BL declaration:

"**Yes**" means shipment has House BL.
"**No**" means shipment has <u>no</u> House BL (direct Master BL).

Vessel and Location Aliases on B/L

Vessel

MAERSK HAI PHONG(LR) / 340N (First Load Port) GERNER MAERSK(HK) / 342N (Second Load Port) Click to change the format of showing Location Aliases port names in the way you want Load Port Port of Discharge Ho Chi Minh City Oakland CAT LAI PORT, HO CHI MINH, VIETNAM. OAKLAND, CY HO CHI MINH OAKLAND, U.S.A. HO CHI MINH CITY OAKLAND, UNITED STATES HO CHI MINH CITY (SAIGON), VIETNAM OAKLAND, AMERICA HO CHI MINH CITY, VIETNAM

In case of House BL involved:

"Yes" means Maersk creates and transmits House BL on behalf of customer (\$100 per House BL).

"No" means customer creates and transmits House BL by himself.

Is the House Bill of Lading (HBL) to be created by Maersk?



House BL by Maersk:

Input the information of parties (<u>ultimate</u> shipper/consignee/notify)



Documentation Requests

Free detention and demurrage time

The number of free days of detention/demurrage applicable to your shipment before charges are applicable.



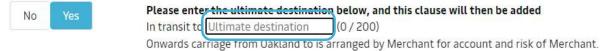
Agent details on BL

Do you want Maersk agent details at destination to be printed on BL



In-transit

The in-transit clause below will be included on the BL



Transshipment

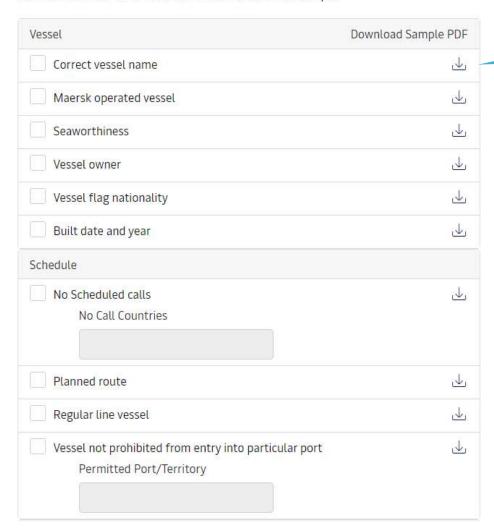
Shows the details of intended future vessel(s) and voyage numbers on which the cargo will move.





Request Certificates

To cover the requirement of the Letter of Credit, you can select one or more of the following standard certificate: Full details of each certificate can be found in the PDF sample.



Click to **download** a sample Certificate.

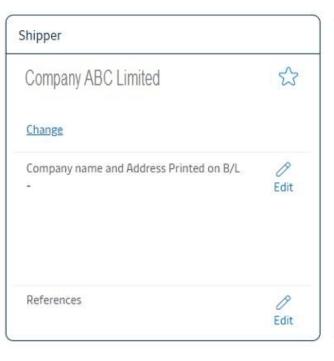
Certificate fee+ VAT will be applied

Maersk does not verify other types or formats of Certificates written by customer.

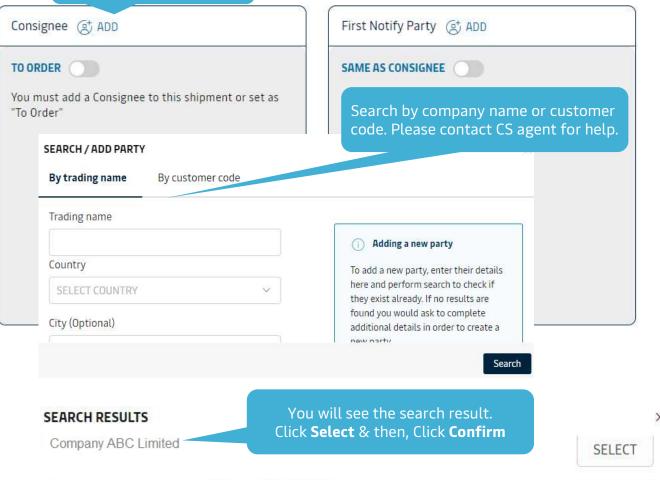
Miscellaneous	
Class and classification	\perp
Vessels P&I club	\bot
SMC and DOC	₼
Ship Security Certificate (ISPS)	$\overline{\mathbf{A}}$
Institute Classification Clause (ICC)	$\overline{\bot}$
Israel declarations	<u>↓</u>
Letter of Credit Number	
Your reference goes here	
Click save	& Continue
Save Draft Save & Continue →	

Fill in Parties

Parties



Click **Add** to assign parties in this shipment



Classification: Internal

Fill in Payers

Payers

Do you want to display these charges and amounts on the bill of lading?

No Yes

Step 1) Ensure your Payers are present:

Payer	Payer Code	Invoice Reference (optional) ②
Company ABC Limited	:***671	Invoice reference
Company EDF Limited		
	****950	Invoice reference

"No" means to hide charges from BL.
"Yes" means to show charges on BL.

Sometimes, it is destination country's rule to hide/show charges on BL. Please kindly contact CS agent for checking in advance.

Add more payer besides the current ones

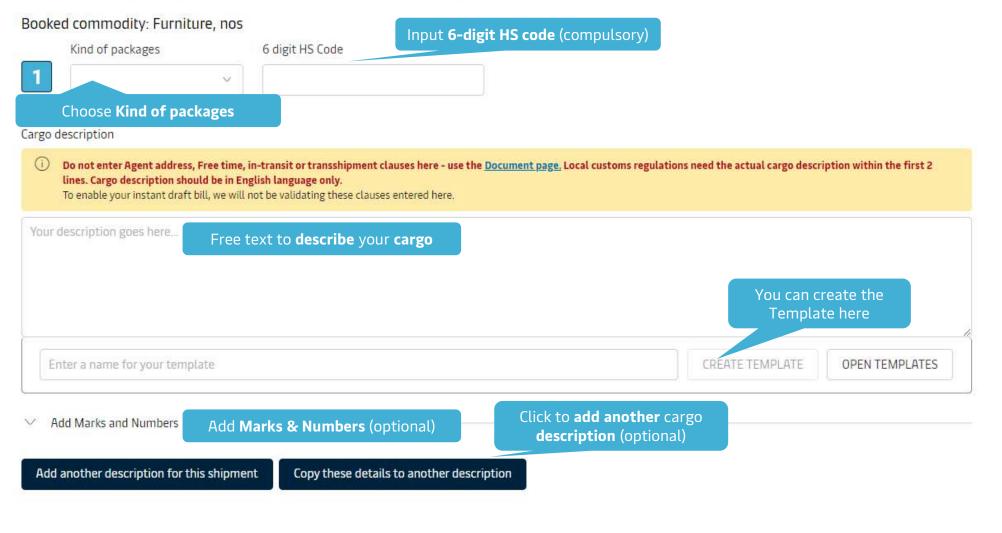


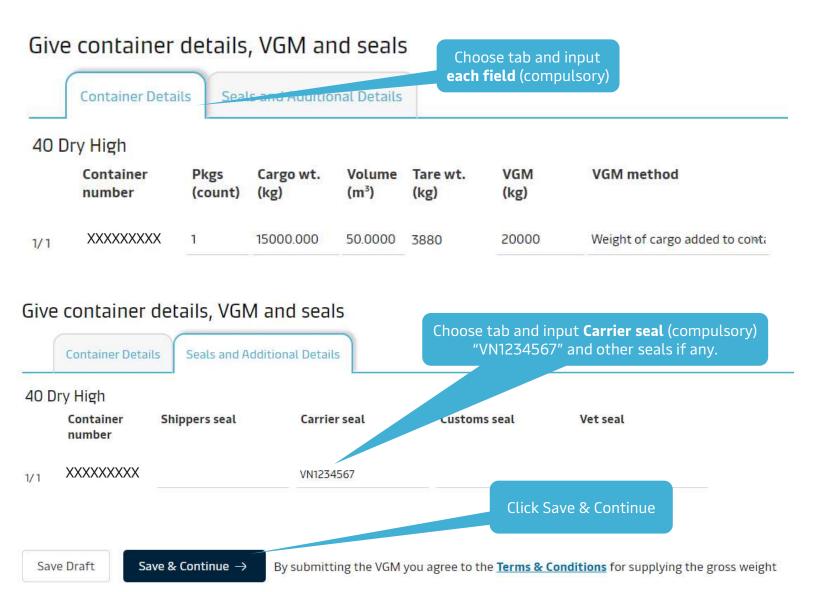
Fill in Payers

Tick box to choose charge group(s)	Payment Terms ①	Payer Payer Code Invoice Reference (Olick to ch
ORIGIN			payer fro dropdov
Terminal Handling Service - Origin	Prepaid Collect	Assign payer V	
Documentation Fee - Origin	Prepaid Collect	Assign payer \vee	
FREIGHT		Company ABC Limited	,
Basic Ocean Freight	Prepaid Collect	人 Company EDF Limited + Add payer	
Bunker Adjustment Factor	Prepaid Collect	Assign payer \vee	

Fill in Cargo details

Provide descriptions for each type of goods in the shipment







Review & Submit Shipping Instructions

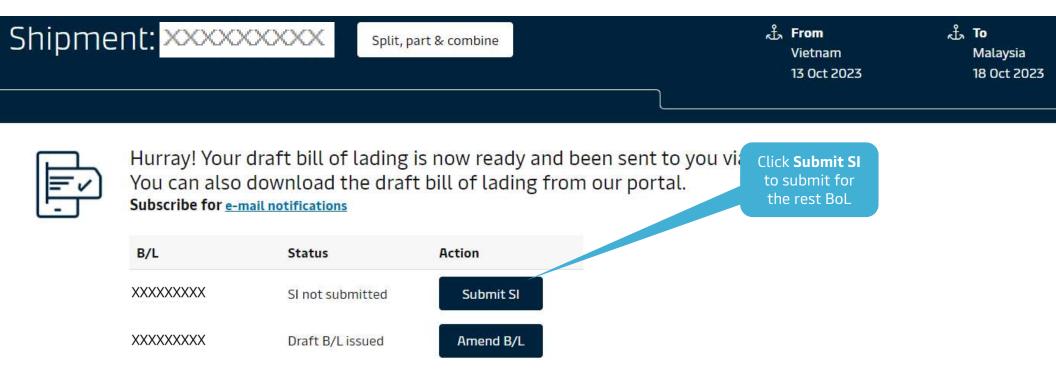
Review

Document details B/L No **Booking No** Document Type XXXXXXXX Waybill (Shipped on Board) XXXXXXXX Voyage No. SCAC **Export References** Vessel Name MAERSK HAI PHONG(LR) 340N MAEU Place of Receipt & Port of Loading & Port of Discharge Place of Delivery Ho Chi Minh City Oakland Maersk agent details Free detention and demurrage time Click **Edit** to change where Transshipment In-transit necessary Shipment References Certificates Does this shipment have a House Bill of Lading (Is this Master bill of lading)?: Yes Is the House Bill of Lading (HBL) to be created by Maersk?: No ## Edit Document Details Click Send shipping instructions Send shipping instructions Print Preview Save Draft ← Previous

Preview & Send SI

Print Preview

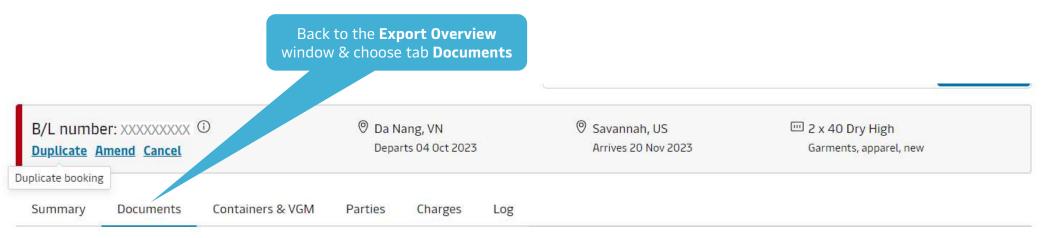
Review & Submit Shipping Instructions





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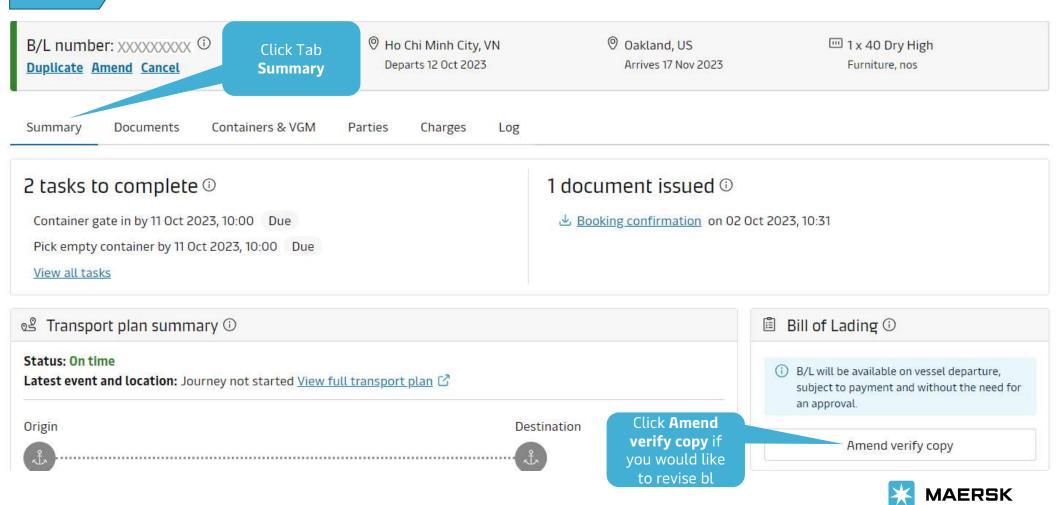
Document	Date (in UTC)	Status/Action
<u> </u>	28 Sep 2023, 13:37	Issued
ك <u>Verify copy</u>	29 Sep 2023, 02:45	Issued

All times required in local time unless otherwise stated

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Revise Verify Copy



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