

When a Shipping Instruction has been processed, you will be able to see a Verify Copy in PDF format. You can download the Verify Copy, print it or forward it to any relevant parties.

Step 1: Click Account icon located at the top right corner of the home page and Login.



Step 2: Click on Manage in the top menu and select Export overview to track shipments or to search for a shipment.

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	代 Hub dashboard	Tasks	<pre></pre>	
<u>m</u> †	<u> </u>	Vessel departing in: Next 7 days Task type: All tasks	↓ Import overview ☑ Tasks	ask due date V

Step 3: Enter BL / booking / container number then click View details.

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彩 Hub dashboard	Export overview View a quick demo	View details
Export overview overview	<mark>ලී Ocean (16)</mark> 🕮 LCL (0) 👺 Air (0)	0
<u></u> Import overview <u>ا</u>	Applied filters:	$\stackrel{\Lambda}{\gtrsim}$ Saved filters $\stackrel{\simeq}{\Longrightarrow}$ Shipment filters
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Step 4: After you click the View Details, below details will show.

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← <u>Back</u>							
Shipment details	1		View details				
B/L number: ① ⑦ Manila, PH Track Duplicate Amend Cancel Departs Manila, Philippines, PH 29 Jun 2024		Cleveland, US Arrives Prince Rupert, British 05 Aug 2024	땐 1 x 40 Dry High Columbia, CA Steel & other metal C				
Summary Documents Containers & VGM Parties Charges & Invoices Log							
O tasks to complete ① 3 documents issued			Bill of Lading ①				
Submit VGM Image: Constraint of the second sec	Verify copy on 19 Jun 2024, 01:17 UTC	4	B/L will be available on vessel departure, subject to payment and without the need for an approval.				
Container gate in by 27 Jun 2024, 23:00	Booking confirmation on 26 Jun 2024, 11:10 UTC	4	Amend verify copy				
Submit shipping instruction Deadline not available	Equipment release order on 06 Jun 2024, 02:54 UTC	ك	B/L release				
View all tasks							

Click **B/L release** next to relevant transport document or alternatively, if you need to make an amendment, click **Amend verify copy**, perform the changes needed and submit the amendments. A new verify copy will be issued with the amendment details.

Note: If our important and customs checks are successful post submission of an Amended instruction, then you will receive an Instant Revised Verify Copy (IAVC)

Need more help?

Should you require further assistance, please do not hesitate to contact us.

