

您需要知道!!!

账号注册成功后，您的账号为访客权限，仅可以申报VGM信息，无其他权限，如拉报价，订舱，修改，导航仪等功能。

如需申请订舱等一站式权限，请联系当地销售或发送申请到china@sales.hlag.com 申请订舱match code。

如果您已获得订舱match code（customer code即CU 或者 contract code即MR），需要申请绑定账号，或修改账号绑定的match code，请联系我们的客户服务china@service.hlag.com。请务必使用关键字**DIGITAL**发送申请邮件，以便我司快速处理。

Example : Subject: **DIGITAL** mapping

注：1个账号仅可以绑定一个match code，且仅可操作与所绑定match code 相关的booking，无权查阅修改其它match code对应的booking。

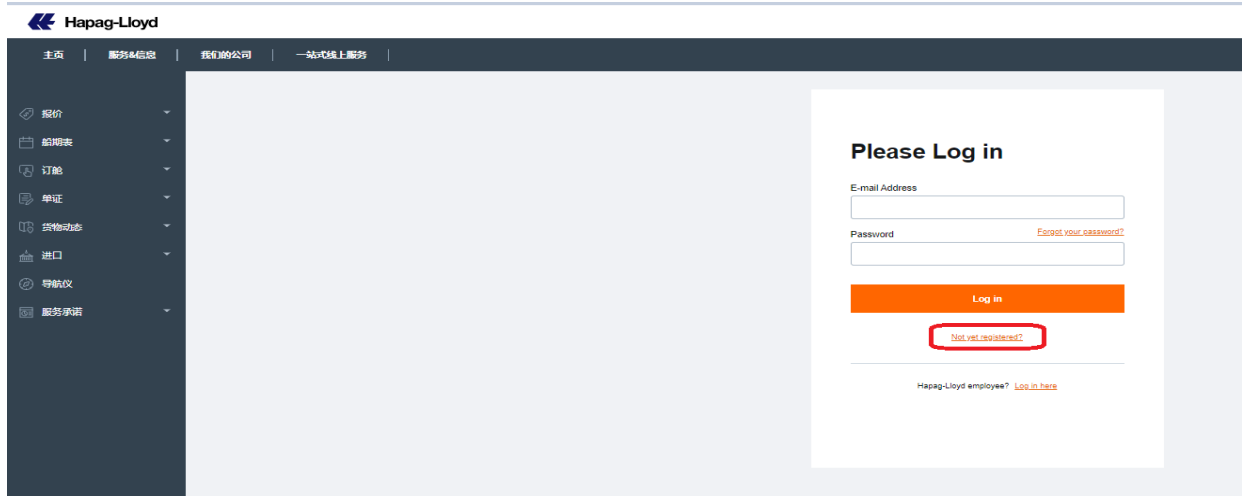
新用户账户注册

点击如下链接打开我司一站式服务中心

[Online Business Suite - Hapag-Lloyd](#)



2: 点击 “[Not yet registered?](#)”



3: 按需填写如下账号申请信息，然后点击 “Continue”

Register Account

First Name

Last Name

Phone Number

Company Name

Street Address / Number

City

Postal / ZIP Code

Country

Continue



4: 输入如下信息:

Register Account

E-mail Address

Send verification code

Account Type
 Customer of Hapag-Lloyd Vendor of Hapag-Lloyd

User Role

Password

Confirm Password

I have read and agree to the [Privacy Terms](#) and [Terms of Use](#) of the website.

Yes, I would like to receive communication from Hapag-Lloyd (including product, rate and service updates).

Continue

Cancel

4.1: 邮箱地址

邮箱地址只接收企业邮箱，请勿使用163, QQ等私人邮箱。注册成功后邮箱地址将作为您的登录账号。

4.2: 点击“Send verification code”，验证您的邮箱。系统将向您的邮箱发送验证码，收到后请填写验证码，并点击“Verify code”验证您的邮箱。

Register Account

Verification code has been sent. Please copy it to the input box below.
 E-mail Address

Secondary Verification Code

Check your email box and paste the code you recieved and click Verify code

Verify code

Send new code

4.3: 勾选Account Type

赫伯罗特订舱客户账号申请，此处仅可选“Customer of Hapag-Lloyd”。

4.4: 选择您的User Role

User Role

- Getting rate quotations and purchasing of transport services
- Operative transport handling, in particular booking
- Preparing, processing and dispatching of all necessary shipping documents
- Clearing of shipments, checking customs and arrival notifications as well as arranging transportation from terminal
- Handling the entire shipping process**
- Other

选择您对应的角色，账号权限对应不同。如您的账号需要处理所有与booking相关的程序，请选择“Handling the entire shipping process”

注：注册成功后，请不要随意更改用户角色，一旦修改，账号将被锁住，请联系我司解锁。

4.5: 阅读条款，如同意，勾选并点击“Continue”按钮--您的账号注册成功，请使用账号密码登录。