

HAPAG LLOYD EASI SOP

1. 做單小叮嚀
2. 如何下載EASI
3. 如何製作EASI
4. 如何傳送 EASI
5. 特殊提單作法
 - 5.1 同櫃拆Cargo Item (1個品名對應1個 HS CODE)
 - 5.2 濃縮品嘜 (Condensed Bill, 多櫃品名+嘜頭只會秀一次)
 - 5.3 DG EASI
 - 5.4 合併提單 (Combine Bill)
 - 5.5 拆單(1個Booking拆N套提單)
6. Online Business 文件相關功能(線上改單) - 船期暨其他相關訊息-Local Guideline 本地操作指南
7. 其他相關公告/文件/切結書下載專區

做單小叮嚀

只接受1次性補料，
後續更改都會收取改
單費 +(Filing Trade)重
新傳輸費

製單規則請先詳閱

提單內容

Payment Term 付款相
關



製單規則 請先詳閱 (所有SI 請遵照以下需求)

提單號碼

傳送SI 前，若提單號碼不是HLCUTPE 開頭，請務必通知客服人員修改提單號碼，否則蘇州文件中心無法抓到資料製單。

1個BOOKING 若拆多套提單，請先通知客服人員重新為您提供所有提單號碼，並且更新訂艙確認書

代理資訊

HL提單不會主動顯示目的港OFFICE/代理資訊，若提單要秀目的港代理 請於 Remark 加註 Please show destination agent.

語言/符號限制

提單內容**只接受英文**，**不接受 S.T.C. / SAID TO CONTAIN / CLEAN ON BOARD 等字眼**，並且也不能顯示貨物價值和全形字符，請一律使用半形，提單符號只接受 () / <> ' (單引號)，否則會出現亂碼，後續改單會收費。

核對提單內容=正式 提單的內容

EX: 不接受 DRAFT 秀運費後另外註記刷單移除運費，若有此需求一律視為改單，在預約領單/索取提單前請務必確認 DRAFT內容符合最終領取的提單，避免發生 修改費/重刷單費用爭議

製單規則 請先詳閱 (所有SI 請遵照以下需求)

提單資訊完整性

SHIPPER+CONSIGNEE+NOTIFY 請提供完整 公司名稱+地址+電話+郵遞區號+TAX ID

貨物: 請提供件數+重量+CBM(材數) + HS CODE

如未提供完整資訊導致製單延誤以及影響裝船，客戶須承擔相關責任&風險

SOC TANK自有櫃

SOC TANK : 品名內請提供 GROSS WEIGHT (G.W.) / NET WEIGHT(N.W.) / TARE WEIGHT (T.W.)

SOC Empty- 自有空櫃

每個空箱的品名內請寫 : SOC EMPTY CONTAINER + TARE WEIGHT,

*自有空櫃提單件數固定: 1 Package ; NET WEIGHT(N.W.) : 1KG

Vessel Certificate

黑名單/船證

提單上只顯示 船名+航次

其餘與船相關資訊(船齡/靠港順序/年份...)，一律秀在黑名單/船證上，

黑名單/船證格式索取請來信至 TAIWAN@SERVICE.HLAG.COM

主旨: (領櫃代號/提單號碼) 索取黑名單/船證資訊

提單內容

Cargo Description

+ MARK

主要品名一定要秀出在提單前3行，品名禁止僅有顯示 SEE ATTACH

品名+嘜頭 請不要超過99行，如果EASI 品名+嘜頭做完會新增空白頁代表資料太多系統不能接收。

若品名+嘜頭太長，請刪減內容 剩下部分做 SEE ATTACH (**ATTACH 的內容不會申報艙單，重要資訊請務必秀在提單上**)

ATTACH部分由客戶端自行製作

DG 提單

DG 一律顯示小包裝，提交的DG內容請務必符合DG申報書，Booking DG的品名務必等同於提單作法上 品名的第一行

若同一貨櫃為DG和 NONE DG 混裝，必需要拆開不同的Cargo Item

DG (危險品) 的SI資料 (件數、重量、體積、UN、CLASS、品名)，必須和前端Booking上面的DG 申請書資料資訊一致，如果有不符，需要先申請修改DG 申請資料，再提交改單或者更新SI，如未按要求修改，造成延誤導致貨櫃無法上船，相關的費用和責任將由客戶自行承擔。

HS CODE

同一櫃裡裝N種貨物，有不同的HS CODE請一定要拆開詳細列出，請參考[同櫃拆Cargo Item](#)的說明，無論到哪個地方，都請提供 HS CODE，不想秀提單上(依照目的港國家規定)請務必把HS CODE 寫在Remark欄位。

提單內容

美加線 House Bill Information

美國/加拿大航線若需要HL代傳輸House Bill，請將實際SHIPPER+CNEE+NOTIFY標註在REMARK:
HBL INFORMATION (Need to file HBL, AMS BY HPL)
SHIPPER: /CNEE: /NOTIFY:

美國/加拿大線若自行傳輸House Bill，請在Remark 註記 SCAC CODE /ACI CODE，
若未註記或提供的資訊錯誤導致艙單傳輸異常，後續退關轉船/海關罰款請自行承擔。

Forwarding Agent

Forwarding Agent 提單不顯示，若需顯示請自行輸入相對應資料，並同時在Remark註記:
"Show FF on BL".

其餘未列出的事項有疑慮，請務必聯繫客服確認後再傳送EASI

Hapag-Lloyd (Taiwan) Ltd.
客服電話: 02-7704 7772 分機3 文件部

客服信箱: TAIWAN@SERVICE.HLAG.COM

信件主旨: S/BOOKING NUMBER =提單號碼- 問題

Payment Term 付款相關 - 付款訊息請註記在Remark

帳單付款方 預設由 BOOKING PARTY 支付 PREPAID 費用

若需改為其他付款方 請註記
Prepaid charge payer:(付款公司英文名稱)
Address: (付款公司英文地址)
PIC & TEL & Email:(付款方聯絡人 姓名+電話+EMAIL)
TAX ID : (付款公司統編)

第三地 BOOKING EX: 大陸訂艙-台灣出口 , 台灣Local Charge由 台灣工廠/代理代付

Taiwan local charge payer:(付款公司英文名稱)
Address: (付款公司英文地址)
PIC & TEL & Email:(付款方聯絡人 姓名+電話+EMAIL)
TAX ID : (付款公司統編)

海運費 第三地付款 (視為PREPAID)

FREIGHT PREPAID AT (_國家_)
Freight Payer: (付款公司英文名稱)
Address: (付款公司英文地址)
PIC & Email: (付款方聯絡人 姓名+電話+EMAIL)
TAX ID: (付款公司統編)

Payment Term 付款相關

保證艙位

保證艙位費用一律Prepaid，欲改為Collect，SI上請備註：
SGF collect (if consignee reject to pay, booking party will pay)。

Embargo Country

Syria 不收美金費用，若為O/F COLLECT 請註記 Original Land Freight (台灣內陸運費)是否PREPAID。

CUBA 禁止美金交易

Embargo Country 建議製單前可以先行詢問當下的相關文件規定

👉 2. 如何下載EASI

到 HAPAGL LLOYD 網頁 右上角的 選 LOG IN 登入 1. 帳號+ 2. 密碼

<https://www.hapag-lloyd.com/en/home.html>

Hapag-Lloyd Log in

[Home](#) | [Services & Information](#) | [Our Company](#) | [Online Business Suite](#) | 🔍 | EN ▾

Quote ▾
Schedule ▾
Book ▾
Documentation ▾
Track ▾
Import ▾
Navigator
Quality Promises

We've got you covered during COVID-19

[Operational Updates](#)

Hapag-Lloyd

We make Global Trade happen

Please log in

Log in with your Hapag-Lloyd Online Business credentials

i In some cases a second login might be required to make full use of Hapag-Lloyd Online Business.

1.

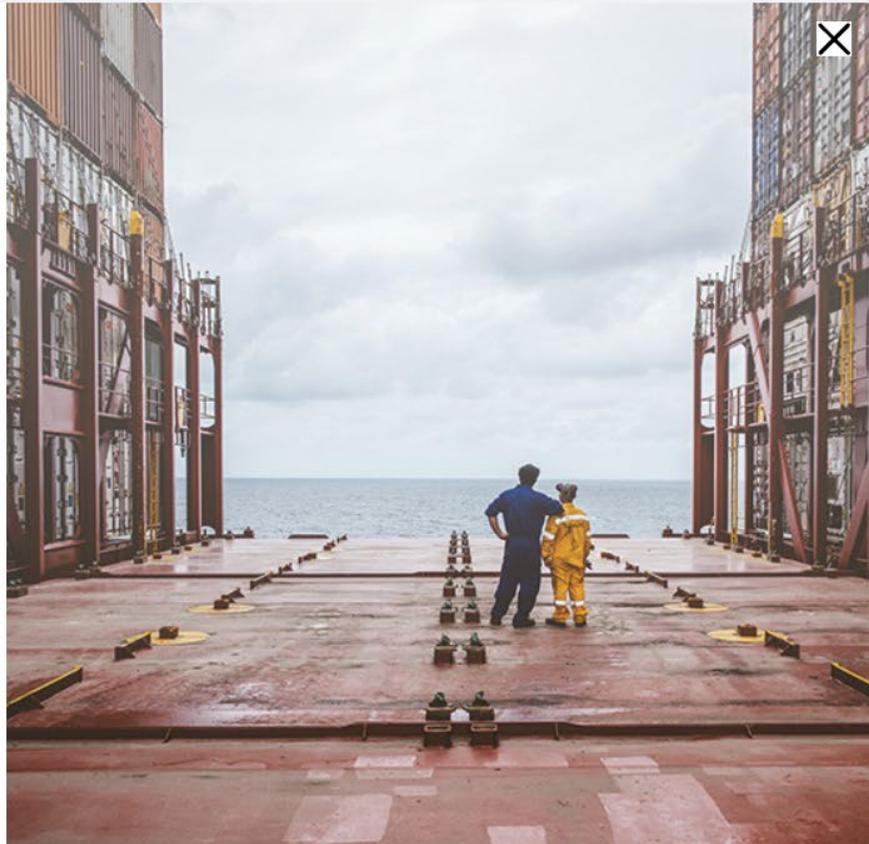
E-Mail / UserId

2.

Password

Log in

[Forgot your Password?](#)



3. 點選 ON-LINE BUSINESS

4. 點選 Shipping Instructions

3.

Home

Services & Information

Our Company

Online Business Suite



Quote



Schedule



Book



Documentation

My Shipments

Verified Gross Mass
(VGM)

4.

Shipping Instructions

BL Draft Approval

Customs Status

Customs Reference

Move your
business
the smart
way

Onli

The Hapag-Lloyd Online Business Suite is a fu

- 5. 輸入 BOOKING NUMBER 按FIND
- 6. 再到下方點選 Download New Form

Electronic-Advanced Shipping Instructions: eaSI online [?]

Search for a specific booking by inserting a booking number or list all your relevant bookings directly by simply pressing FIND.

Please open your document with the **Adobe Reader version 7.0.9 or above** to ensure a successful processing of your shipping instruction.

5.

Booking No. 12345678 ↕

Find

Clear

Booking No.	Customer Reference	Vessel Departure	Document Closure	Vessels	Port of Discharge, End of Transport	No. of Shipping Instructions (received at Hapag-Lloyd)	No. of Drafts
12345678 ↕		2021-09-28	2021-09-27	MOL PREMIUM	VANCOUVER, BC, CHICAGO, IL	1	0

6.

Download New Form

Shipping Instruction Details

Shipment Details

webVGM

Customs References

Customs

下載的時候請一律 **另存新檔到桌面**，
並且要開啟防火牆功能才能使用
easI

正確的檔案打開或會有
船名/航次/POL/POD 等訊息

打開是空白的都不對，
所以一定要另存新檔！

EASI 請透過 軟體版 Adobe Acrobat
製作文件，請勿使用網頁版

1 / 4 | - 125% + | [] []

eaSI electronic-advanced Shipping Instruction

Send Form Save as Draft Save as Template Import Template

Sender's Name: []

Shipper: []

Carrier:  Please select: []

Shipment No.: [] B/L No.: [] Page: /

Shipper's Export Reference: []

Forwarding Agent Address: []

Notify Address: [] Consignee's Reference: []

Place of Receipt: []

Vessel(s): [] Voyage No.: []

Port of Loading: []

Port of Discharge: []

Place of Delivery: []

Consignee: To Order

3. 如何製作EASI

1. 提單號碼

請選點選提單號

2. Shipper's Export Reference

可以輸入SO號碼或留白

3. ~5.

SHIPPER+ CONSIGNEE+ NOTIFY

提供完整公司名稱+地址+電話+TAX ID

最多打6行(每行35個半行字元)，

超過第6行請接*到品名。

如果有2個ALSO NOTIFY，在NOTIFY欄位按Add more 輸入第2個NOTIFY資訊

6. 船名航次 POL+POD

系統會自動帶出，這裡的資訊下載下來的檔案不對，請重新下載或是跟客服確認之後再做提單作法!

Sender's Name:

Shipper:

3.

Consignee: To Order

4.

Notify Address:

Add more

5.

Vessel(s):

WAN HAI 509

Voyage No.:

W046

6.

Port of Loading:

KAOSIUNG

Port of Discharge:

NHAVA SHEVA

Please select: Create a New B/L Instruction

Carrier:



Shipment No.:

81027027

B/L No.:

create New

1.

Page:

1 / 2

Shipper's Export Reference:

2.

Forwarding Agent Address:

Consignee's Reference:

Place of Receipt:

NO.338, TATUNG RD., SEC. 3,
221 TAIPEI HSIEN
TAIWAN

Place of Delivery:

Please find all Container and Cargo Details on the following page(s).

Please find all Container and Cargo Details on the following page(s).

Movement Type: **FCL/FCL** Total Number of Containers: **3** Total Number of Cargoes (calculated): **3**

7. **AMS/ACI Self-File:** **7. AMS/ACI Self filer 這裡不要勾選也不要填寫，一律註記remark**

Brazil Tax ID: BRDU-E BR RUC

8. Freight Payable At: Invoice Reference:

Set Charges to: All Prepaid All Collect individually
Origin Haulage Charges Prepaid Collect Sea Freight + Additional Prepaid Collect Destination Port Charge Prepaid Collect
Origin Port Charge Prepaid Collect Destination Haulage Charge Prepaid Collect

10. Document Type: **Sea Waybill** Number of Freight Original Bs/L.: No. of Copies: Number of Unfreighted Original Bs/L.: No. of Copies:

Send me the Sea Waybill of Lading via (OBL may only use Post / Self-Collector):
 E-Mail Post
 Download Self-Collector

Receiver E-Mail Address of Final B/L:

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):

8. 運費付款地

Freight Payable at Origin (裝貨港)=O/F Prepaid
Destination (目的港)=O/F Collect
Elsewhere = 第三地付款
(請把第三地付款公司+地址+聯絡人資訊寫在 Remark 欄位)

9. 付費條件

*Origin Haulage(台灣內陸費用)
*Origin Port Charge (台灣Local Charge)
*SEA Freight + Additional (海運費)
*Destination Port Charge (目的港費用)
* Destination Haulage (目的港內陸運費)
Sea Freight+ Additional (海運費+付加費用)

10. 提單類型

Original 正本
SWB 快速提單
(若目的港發單 或提單要做電放
Telex Release 請選正本)

11. Remark 備註欄

(此欄位內容 **不會秀提單上只接受英文註記**，資訊太多可以直接按右下角 Add More 新增欄位)

- 輸入製單人連絡資訊(EMAIL+電話)及其他特殊需求 例如:
- **美加航線的若是自行傳輸請填寫 AMS/ACI CODE**
- 提單秀運費 (Freighted Bill / Show freight on BL) ·
【請明確列出不顯示的費用和要顯示的費用】如：
【Show O/F & no show local charge】；【no show XXX charge】
- 目的港發單(ISSUE OBL AT DESTINATION)
- 電放(Telex Release)
- N個櫃子品名+MARK 包裝單位相同，提單只要秀一次
先參考 [濃縮品嘜提單做法](#)
註記(CONDENSED MARK+ CARGO DESCRIPTION)
- 要秀目的港Agent加註 Please show destination agent.
- 特殊付款需求，指定付款方資訊，詳情請參考P.7寫法
Local charge / Sea Freights / Destination charges – special payment terms issue (collect or prepaid or 3rd party payer or Elsewhere).

Download Self-Collector

Receiver E-Mail Address of Final B/L:

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):

11.

Add more

Version: 0.8 EASI0102.xdp/154.xdp

For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

Page 2 / 3

eaSI Hapag-Lloyd

Notify Address #2:

Additional Remarks:

Notify Address #3:

12. 貨櫃號 系統會自動帶出

13. 唛頭

唛頭+品名不要超過99行
唛頭 每行17個半形字元

14. 封條

若系統帶出的封條有誤
請自行修改

15. 件數

輸入數量即可

16. 包裝類型

如果外包裝是PALLET /PACKAGE
或需要表述細包裝，
請在品名內另外加註細包裝

17. 重量G.W. <KGS>

輸入的時候 不要打逗號可以接受小數點

18. Measurement <MTQ> =CBM

19. HS CODE (巴西線 NCM CODE 請輸入品名內)

1個品名 對應1個 HS CODE，不同品名 HS CODE 要拆開分出各別的cargo item, 禁止全部寫在一起，需要拆Cargo Item 請在Cargo 地方按“Add”，詳細圖文解說請參考後續[同櫃拆Cargo Item 說明](#)

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <i>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</i>	Gross Cargo Weight, Measurement: <i>Do not use thousand separator</i>	Actions: Container / Cargo
Container Nos. 12. CPSU 6428410	Number of Packages 15.	Gross Cargo Weight 17. Unit	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages / UN Packing Code 16.	Net Cargo Weight Measurement 18. Unit	Cargo copy add remove
Marks and Nos. 13.	Print the Kind of Packages on B/L as 20.	HS Code 19.	Housebill edit
Seal No. 1 14. HLT1138330	Description of Goods 21.	Please use the Description of Goods for any additional HS Codes	
Seal No. 2			
Seal No. 3			

20. 包裝單位做法+秀法 請參考下一頁教學

21. 品名

唛頭+品名不要超過99行 (主要品名前3行要出現)
品名每行35個半形字元，如果品名+唛頭做完會新增空白頁
代表資料太多系統不能接收，請一定要減少內容再送出。

• 包裝單位做法&秀法

1. 一般模式的包裝單位做法: (EX: 3 CARTON)

Number of Packages
3 => Number Of Packages (貨物件數)

Kind of Packages | UN Packing Code
Carton|CT => UN Packing Code 選取相對應包裝單位代碼

Print the Kind of Packages on B/L as
Carton

2. 找不到想要的單位(例如WOODEN CASE)

Number of Packages

Kind of Packages | UN Packing Code
Case |CS 選同類型單位 (詳細請自行確認包裝單位分類)

Print the Kind of Packages on B/L as
WOODEN CASE 修改成 WOODEN CASE

Print the kind of packages
是提單上“包裝單位”的部分要呈現的方式
=> 假設提單要秀 3 CARTON ,
在Print the kind of packages 的地方秀 CARTON 即可。
數量不需要重複填寫, 避免提單不正確。

如果提單有細包裝, 請把細包裝加註在品名內
以下範例提供參考:
EX: 外包裝 6 Packages || 細包裝 1W/CASE + 5 PALLETS

Number of Packages
6

Kind of Packages | UN Packing Code
Package | PK

Print the Kind of Packages on B/L as
Packages

Description of Goods
ZIPPER CHAIN
6 Packages = 1 W/CASE + 5 PALLETS

4. EASI 傳送+修改

- 如何傳送 **EASI**
- 是否有傳送成功
- 剛送出**SI** 之後馬上發現內容不對需要更正

A. 如何傳送 EASI

1. 所有資料打完時點選提單號碼 (基本上訂艙確認書都有提單號碼，如果沒有顯示提單號碼則保持create new
2. 最上方Please Select 保持Create A New B/L Instruction
3. 再按上方“SEND FORM” 按鈕
4. 跳出一個方框: You have selected to create a new BL.... **選 NO**

代表系統不會再產生另外一套單號，會以指定的提單號碼匯入所有資訊!

Shipping Instruction

3. Send Form Save as Draft Save as Template Import Template

Please select: Create a New B/L Instruction 2.

Warning: JavaScript Window -

You have selected to create a new BL, but the BL No. field does not contain "create New". Do you really want to create a new BL anyway?

If you want to update the B/L No., which you selected from the BL No. field, select "No".

4. Yes No Cancel

B/L No.: HLCUTPE200968457 1. Page: 1 / 3

Shipper's Export Reference:
TEST BY CHOOSE MTD

A. 如何傳送 EASI

5. I herewith confirm that都打勾，代表瞭解VGM不是用EASI傳送，同時有經過大陸港口或是目的港是到大陸提單做法上需要提供 SHIPPER / CONSIGNEE /NOTIFY 的TAX ID

eaSI electronic-advanced shipping instruction
JavaScript 視窗

Send Form

Save as Draft

Save as Template

Import Template

Sender's Name:

Shipper:

**TEST
HAPAG-LLOYD (TAI
11F, 285, CHUNG HS
TAIPEI 106 TAIWA
TEL: 21731600**

Consignee: To Order

TEST BY CHOOSE M

 Hapag-Lloyd

You can submit your form via EMail or Hapag-Lloyd Online Business.

Please select the submission method to use:

5.

I herewith confirm that I understand, that I cannot provide Verified Gross Mass (VGM) information with this form.

I hereby confirm that I am informed, that shipment leaving, arriving or require transshipments in China is subjected to CCAM rules, including the requirements of a Shipper taxID, Consignee taxID and in some cases notify taxID.

Submit Online

Send EMail

Cancel

Help

警告：JavaScript 視窗

New B/L Instruction

 Hapag-Lloyd

00968457

Page:

1 / 3

MTD

A. 如何傳送 EASI

6. 選擇 Send Mail

7. 選擇預設電子郵件程式

JavaScript 視窗



You can submit your form via EMail or Hapag-Lloyd Online Business.
Please select the submission method to use:

I herewith confirm that I understand, that I cannot provide Verified Gross Mass (VGM) information with this form.

I hereby confirm that I am informed, that shipment leaving, arriving or require transshipments in China is subjected to CCAM rules, including the requirements of a Shipper taxID, Consignee taxID and in some cases notify taxID.

6.

警告：JavaScript 視窗

Please select: **Create a New I**

Carrier:

傳送電子郵件

傳送使用

7. 預設電子郵件應用程式 (Microsoft Outlook)(D)

使用網路郵件(U)

選擇

記住我的選擇(R)

A. 如何傳送 EASI

8. 出現以下OUTLOOK 畫面，直接按SEND 即可

HLSI 81027027 - Message (Plain Text)

FILE MESSAGE INSERT OPTIONS FORMAT TEXT REVIEW

Cut Copy Paste Format Painter Clipboard

Basic Text

Names: Address Book, Check Names

Include: Attach File, Attach Item, Signature

Tags: Follow Up, High Importance, Low Importance

Zoom

8.

To... SLEFORM@CSD.HLAG.COM

Cc...

Subject HLSI 81027027

Attached eaSI 81027027.pdf (439 KB)

Please do not change anything in this Mail!

P.S.

1. 若郵件無法自動彈出，請另存EASI自行發送到 電子製單信箱
主旨: **HLSI** 半行空格BOOKING NUMBER
收件信箱: SI.EFORM@CSD.HLAG.COM
不接受格式: SI.EFROM <SI.EFORM@CSD.HLAG.COM>
2. 郵件發送時，TO/CC 不要加任何信箱
3. EASI 禁止透過任何方式寄到 DOC.TW@CSD.HLAG.COM 否則一律視為提交紙本提單做法並且提單費以人工製單價格計算

B. 是否有傳送成功

1. 傳送 EASI 20分鐘後

回到 SHIPPING INSTRUCTIONS DETAILS 輸入領櫃代號 點選 SHIPPING INSTRUCTIONS DETAILS

Shipping Instructions **eaSI Templates**

Electronic-Advanced Shipping Instructions: eaSI online [?]

Search for a specific booking by inserting a booking number or list all your relevant bookings directly by simply pressing FIND.

Please open your document with the **Adobe Reader version 7.0.9 or above** to ensure a successful processing of your shipping instruction.

Booking No.

No. of Shipping Instructions (received at Hapag-Lloyd) **Find** **Clear**

這裡同時能夠檢查目前該筆booking 提交過幾次SI

Booking No.	Customer Reference	Vessel Departure	Document Closure	Vessels	Port of Discharge, End of Transport	No. of Shipping Instructions (received at Hapag-Lloyd)	No. of Drafts
12345678		2021-09-28	2021-09-27	MOL PREMIUM	VANCOUVER, BC, CHICAGO, IL	1	0

Download New Form **Shipping Instruction Details** Shipment Details webVGM Customs References Customs

Shipping Instruction Details [?]

Booking No. 81027027

Customer Reference

Shipment Details

webVGM

Download New Form

B-1 傳送失敗 顯示

No Shipping Instructions have been received by Hapag-Lloyd.

Shipping Instruction Details [?]

Find here your Shipping Instructions received by Hapag-Lloyd.

B-2.

SI Status	Bill of Lading No.	Received by Hapag-Lloyd	Received Time (UTC)	Submission Channel	Submitted by
<input checked="" type="radio"/> create B/L	HLCUTPE180315859	2018-03-22	10:23	eaSI mail	

Approve BL Draft

Reset Draft Approval

Open Submitted Shipping Instruction

B-1.

No Shipping Instructions have been received by Hapag-Lloyd to date.

B-2 傳送成功 顯示

收到SI 時間 (UTC+8=台灣時間) +提單號碼 點選下方 Open Submitted Shipping Instruction 就可以下載剛剛傳送的提單做法

C. 剛送出SI 之後馬上發現內容不對需要更正

1. 回到ON-LINE Business

在 Shipping Instruction Details 地方點選

Open Submitted Shipping Instruction

開始下載剛剛提交的做法，

或是寄件備份找出剛剛傳送的eaSI 打開檔案

Shipping Instructions: eaSI | eaSI Templates | eaSI mail | Sea Waybill Downlo... | Sea Waybill Terms & Co... | Invoice Download

Shipping Instruction Details

Booking No. 81027027

Customer Reference

Shipment Details | webVGM | Download New Form

Find here your Shipping Instructions received by Hapag-Lloyd.

SI Status	Bill of Lading No.	Received by Hapag-Lloyd	Received Time (UTC)	Submission Channel	Submitted by
create B/L	HLCUTPE180315859	2018-03-22	1.	10:23	eaSI mail

Approve BL Draft | Reset Draft Approval | Open Submitted Shipping Instruction

C. 剛送出SI 之後馬上發現內容不對需要更正

先把需要修改的地方改好。

2. EASI 右上角

“Create new B/L Instruction”

點選下拉選單 選中間

“Change a Previously Sent B/L Instruction”

3. BOOKING NUMBER 旁邊的提單號碼

把“Create New” 移除，選出提單號碼

4. 選完之後回到“SEND FORM”

按照之前送做法的SOP 把
修改後的EASI 送出

The screenshot shows the EASI system interface with several steps highlighted:

- 4.** Buttons: Send Form, Save as Draft, Save as Template, Import Template.
- 2.** A dropdown menu is open, showing options: Change a Previously Sent B/L Instruction (selected), Create a New B/L Instruction, Change a Previously Sent B/L Instruction, and Make Another Partial Load / Split B/L Instruction.
- C.** Shipment No.: 81027027, B/L No.: HLCUTPE180315859 (with a **3.** next to it), Page: 1 / 2.
- Shipper's Export Reference: SO 7021 TEST2

C. 剛送出SI 之後馬上發現內容不對需要更正

5. 20分鐘後 回到
Shipping Instruction Detail

下方 SI Status
除了原本第一次送的做法
如果有產生
“Change B/L ”
代表修改的EASI 傳送成功

Shipping Instructions: eaSI | eaSI Templates | eaSI mail | Sea Waybill Downlo... | Sea Waybill Terms & Co... | Invoice Download

Shipping Instruction Details [?]

Booking No. 81027027

Customer Reference

Shipment Details | webVGM | Download New Form

Find here your Shipping Instructions received by Hapag-Lloyd.

5.	SI Status	Bill of Lading No.	Received by Hapag-Lloyd	Received Time (UTC)	Submission Channel	Submitted by
<input type="radio"/>	create B/L	HLCUTPE180315859	2018-03-22	10:23	eaSI mail	
<input type="radio"/>	change B/L	HLCUTPE180315859	2018-03-22	10:32	eaSI mail	

Approve BL Draft | Reset Draft Approval | Open Submitted Shipping Instruction

5. 特殊提單製作

- 5.1 同櫃拆Cargo Item (1個品名只對應1個 HS CODE)
- 5.2 濃縮品嘜 (Condensed Bill, 多櫃品名+嘜頭只會秀一次)
- 5.3 DG EASI
- 5.4 合併提單 (Combine Bill)
- 5.5 拆單(1個Booking拆N套提單)

5-1 同櫃拆Cargo Item 一個品名對應一個 HS CODE，若是同一櫃裡有N種品名請分別拆出件數/重量/單位

EX:櫃號 HLXU 8356469，一櫃裝N種貨物
(椅子+置物櫃)

Cargo Item 1.的地方

先把「椅子」的品名/MARK/件數/重量/HS CODE
輸入完畢後，再按下 **Cargo Add (1)** 這時候會出現
Cargo Item 2.

Cargo Item 2 底下輸入「置物櫃」的MARK，依序
再分別輸入: 品名/件數/重量/HS CODE等資訊

若有其他產品，依此類推。

Page 2 / 3

eaSI Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. HLXU 8356469	Number of Packages 500	Gross Cargo Weight 1000 Unit KGM	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Set SX Print the Kind of Packages on B/L as Sets	Net Cargo Weight Measurement Unit HS Code 94 02 10 Please use the Description of Goods for any additional HS Codes	Cargo copy add remove
Marks and Nos. Hapag-Lloyd TAIWAN CHAIR TEST Seal No. 1 HLT 1234567 Seal No. 2 Seal No. 3	Description of Goods Chairs		
Cargo Item No. (index) 2	Number of Packages 500	Gross Cargo Weight 2000 Unit KGM	Container copy add remove remove all
	Kind of Packages UN Packing Code Carton CT Print the Kind of Packages on B/L as Cartons	Net Cargo Weight Measurement Unit HS Code 94 03 89 Please use the Description of Goods for any additional HS Codes	Cargo copy add remove
Marks and Nos. Hapag-Lloyd TAIWAN LOCKER TEST	Description of Goods LOCKERs		

5-1 同櫃拆Cargo Item

顯示出來的提單就會呈現:

櫃號 HLXU 8356469

包含2個品名/MARK/件數/重量/CBM

Hapag-Lloyd Aktiengesellschaft, Hamburg



Page 3 / 3

B/L-No. HLCUTPE220726203

Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
HLXU 8356469 SEAL: HLT 1234567 MARKS & NOS: HAPAG-LLOYD TAIWAN CHAIR TEST ↓	1 CONT. 40'X9'6" HIGH CUBE CONT. SLAC* 500 SETS CHAIRS ↑ 500 CARTONS LOCKERS	1000.000 KGM 2000.000 KGM	10.000 CBM 15.000 CBM
UACU 8273478 SEAL: HLT 1111111 MARKS & NOS: HATS	1 CONT. 40'X8'6" GENERAL PURPOSE CONT. SLAC* 88 BAG HATS	888.000 KGM	25.000 CBM
BMOU 5262535 SEAL: HLT 2222222 MARKS & NOS: PEN	1 CONT. 40'X9'6" HIGH CUBE CONT. SLAC* 9 BAG PEN	99.000 KGM	25.000 CBM
*SLAC = Shipper's Load, Stow, Weight and Count			
=====		=====	=====
1097 PACKAGES		3987.000 KGM	75.000 CBM

5-2. 濃縮品嘜EASI 做法 (Condensed Bill)

濃縮品嘜前提:

- 包裝單位+嘜頭+品名完全一樣 REMARK 註記 “CONDENSED MARK+ CARGO DESCRIPTION”
- 不同BOOKING NUMBER 合併提單無法只秀一次 品名+嘜頭

濃縮品嘜提單呈現格式

Hapag-Lloyd Aktiengesellschaft, Hamburg

Page 3 / 3

SWB-No. HLCUTPE2104012345



Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	2 CNTRS 4602 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	47678.000 KG	110.000 CBM
HLXU 123456 SEAL: HLT1566414	40'GP SLAC*:2273 PIECE	23856.000 KG	55.000 CBM
HLXU 987654 SEAL: HLT1566413	40'GP SLAC*:2329 PIECE	23822.000 KG	55.000 CBM
*SLAC = Shipper's Load, Stow, Weight and Count			
=====		=====	=====
4602 PIECE		47678.000 KG	110.000 CBM

V.S. 一般提單呈現格式

Hapag-Lloyd Aktiengesellschaft, Hamburg



Page 3 / 3

SWB-No. HLCUTPE2104012345

Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
HLXU SEAL: HLT1566414 MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	1 CONT. 40'X8'6" GENERAL PURPOSE CONT. SLAC* 2273 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	23856.000 KG	55.000 CBM

HLXU 987654 SEAL: HLT1566413 MARKS & NOS: 20070690 VCR BC SPEC.: SIZE: Q'TY: N.W.: G.W.:	1 CONT. 40'X8'6" GENERAL PURPOSE CONT. SLAC* 2329 PIECE 37PLTS=37W/PALLETS 4,602PCS COLD ROLLED STAINLESS STEEL 430 BA CUT SHEET	23822.000 KG	55.000 CBM
--	--	-----------------	---------------

*SLAC = Shipper's Load, Stow, Weight and Count

=====
4602 PIECE

=====
47678.000 110.000
KG CBM



5-2. 濃縮品嘜EASI 做法 (Condensed Bill)

1. 保留 第一櫃的櫃號，其餘櫃號都先按“Remove”移除，移除後依序完成第一櫃的內容 (MARK/封條/件數/包裝/重量 /CBM/HS CODE/品名)

Page 2 / 2

eaSI

 Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass (VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
1 Container Nos. UETU 2133750 Cargo Item No. (index) 1 Marks and Nos. Seal No. 1 HLT1234567 Seal No. 2 Seal No. 3	Number of Packages 5 Kind of Packages UN Packing Code Aerosol AE Print the Kind of Packages on B/L as Aerosol Description of Goods MICROWAVE OVEN	Gross Cargo Weight 2222 Unit KGM Net Cargo Weight Measurement 25 Unit MTQ HS Code 85 16 50  Please use the Description of Goods for any additional HS Codes	Container copy add remove remove all Cargo copy add remove
2 Container Nos. SEGU 1261878 Cargo Item No. (index) Marks and Nos. Seal No. 1 Seal No. 2 Seal No. 3	Number of Packages Kind of Packages UN Packing Code Print the Kind of Packages on B/L as Description of Goods	Gross Cargo Weight Unit KGM Net Cargo Weight Measurement Unit HS Code  Please use the Description of Goods for any additional HS Codes	Container copy add remove remove all Cargo copy add remove

2. 第一櫃資料完成後點選 Copy後，系統會產生 CARGO ITEM 2，內容會和第一櫃相同，唯獨櫃號是空白的。

< 剩下需要幾個櫃子就按幾次Copy >

3. 出現的Cargo Item 2，自行輸入 櫃號 /封條

<其餘櫃子件數/重量/CBM不一樣記得一併修改 >

4. REMARK 註記
"CONDENSED MARK+ CARGO DESCRIPTION"

P.S. Print the kind of packages 是包裝單位，屬於“文字”敘述，沒有加總功能。所以濃縮品嘜的提單，包裝單位必須單一不接受任何細包裝描述!

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. UETU 2133750 Cargo Item No. (index) 1	Number of Packages 5 Kind of Packages UN Packing Code Aerosol AE Print the Kind of Packages on B/L as Aerosol Description of Goods MICROWAVE OVEN	Gross Cargo Weight 2222 Unit KGM Net Cargo Weight Measurement 25 Unit MTQ HS Code 85 16 50 Please use the Description of Goods for any additional HS Codes	Container copy add remove remove all Cargo copy add remove
Container Nos. (Empty) Cargo Item No. (index) 2	Number of Packages 5 Kind of Packages UN Packing Code Aerosol AE Print the Kind of Packages on B/L as Aerosol Description of Goods MICROWAVE OVEN	Gross Cargo Weight 2222 Unit KGM Net Cargo Weight Measurement 25 Unit MTQ HS Code 85 16 50 Please use the Description of Goods for any additional HS Codes	Container copy add remove remove all Cargo copy add remove

5-3. DG 危險品提單做法

- DG 提單LINK DG申請書內容，一律顯示小包裝
 - EX: DG申報33 DRUMS，提單必須提交33 DRUMS，但是可以另外品名註記大包裝
 - 提交的DG內容請務必符合DG申報書，Booking DG的品名務必等同於提單作法上 品名的第一行
- DG 提單每個ITEM 資料請分開列出
- 提單Remark 請填寫 DG緊急連絡人訊息+UN&CLASS+PACKAGING GROUP
 - (為了避免後續文件中心因為資訊不足無法製單，建議Remark 欄位填上以上相關訊息。
同時，DG提單制式格式會出現DG申請資訊，為了避免提單重複秀出請不要把UN&CLASS+PACKAGING CODE秀在品名)
- A. 同1個櫃子分不同的DG貨物
- B. 多櫃不同DG的提單做法
- C. 同一櫃DG/ NONE DG 混裝提單做法
- D. 電動腳踏車/ 包含電池設備機台的提單做法

5-3 A.同1個櫃子分不同的DG貨物 EX: HLBU 2474810 分別有3種不同DG

Remark欄位先填寫24HR緊急連絡人資訊
依序列出3個DG 相關訊息

Remark 欄位不夠可以點選

"Add More" 增加欄位

1. HLBU 2474810-1314 Fibreboard BOX-
CLASS 5.2, UN:3106, PACKING GROUP II

2. HLBU 2474810-520 FibreboardBOX
- CLASS 4, UN:3207, PACKING GROUP I

3. HLBU 2474810-11 Fibreboard BOX-
CLASS 3, UN:3406, PACKING GROUP III

Receiver E-Mail Address of Final B/L:

[Redacted area for Receiver E-Mail Address of Final B/L]

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):

DG 24HR CONTACT PIC:
HL TAIWAN +886221731600
1. HLBU 2474810-1314 Fibreboard
BOX- CLASS 5.2, UN:3106
PACKING GROUP II

Add more

Version: 0.8 EASI0102.xdp/154.xdp
EASI0102.xdp/154.xdp



For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

Page 2 / 3

eaSI

Hapag-Lloyd

Notify Address #2:

[Redacted area for Notify Address #2]

Notify Address #3:

[Redacted area for Notify Address #3]

Additional Remarks:

2. HLBU 2474810-520 Fibreboard
BOX- CLASS 4, UN:3207
PACKING GROUP III

3. HLBU 2474810-11 Fibreboard
BOX- CLASS 3, UN:3406
PACKING GROUP I

Remove this page

5-3 A.同1個櫃子分不同的DG貨物

👉 Cargo Item 1的 DG完成後，可以選 Cargo Add 會出現 Cargo Item 2 如果有一個櫃子N個DG 依照需要的數量增加相對應的Cargo Item

DG 1 ↔

DG 2 ↔

DG 3 ↔

Page 2 / 2 eaSI 

Container Nos, Seal Nos, Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. HLCU 1152013	Number of Packages 520	Gross Cargo Weight Unit 520 KGM	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Filmpack FP Print the Kind of Packages on B/L as Filmpack Description of Goods	Net Cargo Weight Measurement Unit	Cargo copy add remove
Marks and Nos. Seal No. 1 Seal No. 2 Seal No. 3		HS Code <small>⚠ Please use the Description of Goods for any additional HS Codes</small>	
Cargo Item No. (index) 2	Number of Packages 1314 Kind of Packages UN Packing Code Filmpack FP Print the Kind of Packages on B/L as Filmpack Description of Goods	Gross Cargo weight Unit 1314 KGM	Container copy add remove remove all
Marks and Nos.		Net Cargo Weight Measurement Unit	Cargo copy add remove
Cargo Item No. (index) 3	Number of Packages 11 Kind of Packages UN Packing Code Filmpack FP Print the Kind of Packages on B/L as Filmpack Description of Goods	Gross Cargo weight Unit 11 KGM	Container copy add remove remove all
Marks and Nos.		Net Cargo Weight Measurement Unit	Cargo copy add remove
		HS Code <small>⚠ Please use the Description of Goods for any additional HS Codes</small>	

5-3 B.不同櫃子都是DG的 SI 表現方式:

EX: UACU 5500583 -520 Drums - 52011KG

EX: HLBU 2474810 -1 1 Drums - 52011KG

 Remark 欄位先填寫24HR緊急連絡人資訊

分別列出每個DG的UN/CLASS

如果都一樣就不需要分列出

Receiver E-Mail Address of Final B/L:

Remarks (for information only to HLAG i.e. will NOT be shown on the B/L):

DG 24HR CONTACT PIC:
HL TAIWAN +886221731600
1. UACU 5500583-520 DRUMS
CLASS 5.2, UN:3106
2. HLBU 2474810-11 DRUMS
CLASS:8 UN:1830

Add more

Version: 0.8 EASI0102.xdp/154.xdp
EASI0102.xdp/154.xdp



For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

Page 2 / 2

eaSI

 Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. UACU 5500583 Cargo Item No. (index) 1 Marks and Nos. DG 1 Seal No. 1 Seal No. 2 Seal No. 3	Number of Packages 520 Kind of Packages UN Packing Code Drum DR Print the Kind of Packages on B/L as Drums Description of Goods ORGANIC PEROXIDE PERKADOX PX14-FL	Gross Cargo Weight Unit 52011 KGM Net Cargo Weight Measurement Unit HS Code 29 19 20  Please use the Description of Goods for any additional HS Codes	Container copy add remove remove all Cargo copy add remove
Container Nos. HLBU 2474810 Cargo Item No. (index) 2 Marks and Nos. DG 2 Seal No. 1	Number of Packages 11 Kind of Packages UN Packing Code Drum DR Print the Kind of Packages on B/L as Drum Description of Goods SULFURIC ACID 96% UP3S COMPOSITE IBC (31HH1)	Gross Cargo Weight Unit 52011 KGM Net Cargo Weight Measurement Unit HS Code	Container copy add remove remove all Cargo copy

5-3 C.同一櫃 DG / NONE DG 混裝貨:

在Remark 的地方補上
24HR緊急連絡人資訊列出DG的UN/CLASS

⇒A.

A區 的地方填寫該櫃的DG 資訊，
填完之後在 Cargo 的地方點選 Add
新增一個Cargo Item
完成同一櫃NONE DG 資訊

Receiver E-Mail Address of Final B/L:

[Redacted]

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):

DG 24HR CONTACT PIC:
HL TAIWAN +886221731600
1. HLBU 2474810-520 DRUMS
CLASS 5.2, UN:3106

Add more

Version: 0.8 EASI0102.xdp/154.xdp
EASI0102.xdp/154.xdp



For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

A

Page 2 / 2

<p>Container Nos., Seal Nos., Marks and Nos.</p> <p>Container Nos. HLBU 2474810</p> <p>Cargo Item No. (index) 1</p> <p>Marks and Nos.</p> <p>Seal No. 1</p> <p>Seal No. 2</p> <p>Seal No. 3</p>	<p>Number and Kind of Packages, Description of Goods:</p> <p><i>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</i></p> <p>Number of Packages 520</p> <p>Kind of Packages UN Packing Code Card CM</p> <p>Print the Kind of Packages on B/L as Card</p> <p>Description of Goods ORGANIC PEROXIDE PERKADOX PX14-FL</p>	<p>Gross Cargo Weight, Measurement:</p> <p><i>Do not use thousand separator</i></p> <p>Gross Cargo Weight Unit 520 KGM</p> <p>Net Cargo Weight</p> <p>Measurement Unit</p> <p>HS Code 29 09 60</p> <p> Please use the Description of Goods for any additional HS Codes</p>	<p>Actions: Container / Cargo</p> <p>Container copy add remove remove all</p> <p>Cargo copy add remove</p>
---	--	--	--

5-3 C.同一櫃 DG / NONE DG 混裝貨:

Receiver E-Mail Address of Final B/L:

Remarks (for Information only to HLAG i.e. will NOT be shown on the B/L):
DG 24HR CONTACT PIC:
HL TAIWAN +886221731600
1. HLBU 2474810-520 DRUMS
CLASS 5.2, UN:3106

Version: 0.8 EASl0102.xdp/154.xdp
 EASl0102.xdp/154.xdp

For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

Page 2 / 2

A部分DG

eaSI Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <i>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</i>	Gross Cargo Weight, Measurement: <i>Do not use thousand separator</i>	Actions: Container / Cargo
Container Nos. HLBU 2474810	Number of Packages 520	Gross Cargo Weight Unit 520 KGM	Container copy add remove remove all
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Card CM Print the Kind of Packages on B/L as Card	Net Cargo Weight Measurement Unit	Cargo copy add remove
Marks and Nos.	Description of Goods ORGANIC PEROXIDE PERKADOX PX14-FL	HS Code 29 09 60	
Seal No. 1		Please use the Description of Goods for any additional HS Codes	
Seal No. 2			
Seal No. 3			

➤ 選完 Cargo Add 之後會出現 Cargo Item 2 Cargo Item 2 的地方 (B 部分 NONE DG)，填寫剩下的 NONE DG 訊息

◆ 如果 NONE DG 中有不同品項，一樣新增 Cargo Add 再詳細劃分出來

Cargo Item No. (index) 2	Number of Packages Kind of Packages UN Packing Code Print the Kind of Packages on B/L as	Gross Cargo Weight Unit Net Cargo Weight Measurement Unit HS Code	Container copy add remove remove all Cargo copy add remove
Marks and Nos.	Description of Goods	Please use the Description of Goods for any additional HS Codes	

B部分 NONE DG

5-3 D. 電動腳踏車/ 包含電池設備機台的提單做法 又稱C-R-R DG 提單

每個DG 需要分3個Cargo Item 把DG +NONE DG
完整列出 EX: 520 FIBREBOARD BOX 的 電動腳踏車

Cargo Item 1 C < 電動腳踏車/整台機器 >
DG(R)重量+ NONE DG (R)重量的加總=C的重量
/MARK/品名/HS CODE/CBM

Cargo Item 2 R
DG (電池)的重量/品名/HS CODE/CBM

Cargo Item 3 R
NONE +DG (腳踏車車體/機台)的重量/
品名/HS CODE/CBM

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. HLBU 2474810 Cargo Item No. (index) 1 Marks and Nos. DG + NONE DG TOTAL Seal No. 1 Seal No. 2 Seal No. 3	Number of Packages 520 Kind of Packages UN Packing Code Box, fibreboard 4G Print the Kind of Packages on B/L as Box, fibreboard Description of Goods 電動腳踏車 BICYCLE	Gross Cargo Weight Unit 52011 KGM Net Cargo Weight Measurement Unit HS Code 29 09 60 <small>Please use the Description of Goods for any additional HS Codes</small>	Container <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> <input type="button" value="remove all"/> Cargo <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/>
Cargo Item No. (index) 2 Marks and Nos. DG	Number of Packages 520 Kind of Packages UN Packing Code Box, fibreboard 4G Print the Kind of Packages on B/L as Box, fibreboard Description of Goods 電池 BATTRY	Gross Cargo Weight Unit 11 KGM Net Cargo Weight Measurement Unit HS Code 29 09 60 <small>Please use the Description of Goods for any additional HS Codes</small>	Container <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> <input type="button" value="remove all"/> Cargo <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/>
Cargo Item No. (index) 3 Marks and Nos. NONE DG	Number of Packages 520 Kind of Packages UN Packing Code Box, fibreboard 4G Print the Kind of Packages on B/L as Box, fibreboard Description of Goods 腳踏車車體 BICYCLE PART	Gross Cargo Weight Unit 52000 KGM Net Cargo Weight Measurement Unit HS Code 29 09 60 <small>Please use the Description of Goods for any additional HS Codes</small>	Container <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/> <input type="button" value="remove all"/> Cargo <input type="button" value="copy"/> <input type="button" value="add"/> <input type="button" value="remove"/>

Cont/Seals/Marks	Packages/Description of Goods	Weight	Measure
<p>CAIU 1314520</p> <p>SEAL: HLT1749115</p> <p>MARKS & NOS: COMMENCAL ETD : N.W. : G.W. : MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE</p>	<p>1 CONT. 40'X9'6" HIGH CUBE CONT. SLAC* 19 CARTONS BATTERY POWERED VEHICLE IMO CLASS: 9 UN NUMBER: 3171 ELECTRIC BIKE HS CODE: 8711.60 CONTAINING : C 電動腳踏車</p>	637.050	7.230 KG CBM
<p>MARKS & NOS: COMMENCAL ETD : N.W. : G.W. : MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE</p>	<p>19 VEHICLE BATTERY POWERED VEHICLE AGGREGATION STATE : SOLID IMO-CLASS : 9 UN-NUMBER : 3171 EMS-NUMBER : F-AS-I EMERGENCY PHONE : 886 2 21731600</p>	91.200	R 電池 KG
<p>MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE</p>	<p>19 CARTONS ELECTRIC BIKE HS CODE: 8711.60</p>	545.850	R 腳踏車車體 KG

5-4. 合併提單EASI 做法 (Combine Bill)

1. 合併的 BOOKING，
訂艙方 +POL+POD+PLD+VESSEL+MR CODE 必須完全一致，
有經過中轉港(2程/3程船)請不要合併，
避免在中轉港接不上導致後續要拆單的風險。

2. QQ SPOT 只能和QQ SPOT 合併提單，
不能跟一般QQ/RA提單合併

3. EASI 第一頁右下角Remark 欄位留下合併提單訊息
S/(主BOOKING)+S/(要合併的BOOKING) Combine Bill=
HLCUTPE(主單單號)

4. 合併提單只要下載主單的 EASI 並傳送1次EASI 即可，等
於所有合併的內容都在1個EASI 內呈現。

(註: 所有排艙的船期是依據當下合適的時間路徑規劃，
並非提單合併之後相關聯的櫃子就一定裝在同班船上)

Container Nos. UACU 8273478	Number of Packages 88	Gross Cargo Weight 888	Unit KGM	Container copy
Cargo Item No. (index) 3	Kind of Packages UN Packing Code Bag BG	Net Cargo Weight	Measurement	Unit add
Marks and Nos. CREATE NEW TEST	Print the Kind of Packages on B/L as Bag	HS Code 94 03 89	Please use the Description of Goods for any additional HS Codes	
Seal No. 1	Description of Goods CREATE NEW TEST	remove		
Seal No. 2		remove all		
Seal No. 3		Cargo copy		
		add		
		remove		

EX: S/16376753 (3櫃) 和 S/14005691 (1櫃) 要合併提單並且符合合併提單原則，以 S/16376753為主單下載EASI 後再最後一櫃(第三櫃) 按下 Container Add 會出現Cargo Item 4，再手動輸入 S/14005691 的櫃號完成合併。有幾個櫃子就按幾下Container Add，提單做完之後 第一頁右下角的Remark 地方再補上 合併提單訊息：

S/16376753+S/14005691 Combine Bill= HLCUTPE220726203

Page 3 / 3

eaSI Hapag-Lloyd

Container Nos. [redacted]	Number of Packages [redacted]	Gross Cargo Weight [redacted]	Unit [redacted]	Container copy
Cargo Item No. (index) 4	Kind of Packages UN Packing Code [redacted]	Net Cargo Weight	Measurement	Unit add
Marks and Nos. CREATE NEW TEST	Print the Kind of Packages on B/L as [redacted]	HS Code	Please use the Description of Goods for any additional HS Codes	
Seal No. 1	Description of Goods [redacted]	remove		
Seal No. 2		remove all		
Seal No. 3		Cargo copy		
		add		
		remove		

5-5. 1個Booking拆N套提單EASI 做法

1. 請於訂艙時，或是提交提單作法之前先行確認好要出幾套單，確定需要拆提單可以通知文件客服提供提單號碼給您，以利做單。

EX: 1個BOOKING拆 3套提單，請確保訂艙確認書有3個提單號碼，並且下載的EASI 顯示3個提單號。

2. 如果下載的EASI 提單號數量與你需要的不同，通知文件客服新增提單號之後，請務必重新下載EASI，**需要幾套提單，EASI 的單號就必須要有幾個!**

eaSI electronic-advanced Shipping Instruction

Send Form Save as Draft Save as Template Import Template

Sender's Name:

Shipper:

Consignee: To Order

Please select: Create a New B/L Instruction

Carrier:  Hapag-Lloyd

Shipment No.: 16376753 B/L No.: Please select Page: 1 / 2

Shipper's Export R: HLCUTPE220726203
HLCUTPE220727356
HLCUTPE220727367
create New

5-5. 1個Booking拆N套提單EASI 做法

S/16376753 SPLIT 3 B/LS:
HLCUTPE220727356 linked with CTNR:
UACU 8273478.

以 S/16376753 為例，3個櫃子分一櫃一單

HLCUTPE220727356 UACU 8273478
HLCUTPE220727367 BMOU 5262535
HLCUTPE220726203 HLXU 8356469

- 假設製作第一套提單 HLCUTPE220727356 (UACU 8273478)
1. Remark 地方備註 這票Booking 分3套提單，這張提單會link 哪個櫃號
EX: S/16376753 SPLIT 3 B/LS:
HLCUTPE220727356 linked with CTNR: UACU 8273478.

2. 把不要的櫃號點選 Remove 移除，本來在第三櫃的UACU 8273478 就會變成第一櫃。

Page 2 / 2

eaSI Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. UACU 8273478	Number of Packages 712	Gross Cargo Weight Unit 0712 KGM	Container copy
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Aerosol AE Print the Kind of Packages on B/L as Aerosol	Net Cargo Weight Measurement Unit	add
Marks and Nos. Seal No. 1 HLT1111111 Seal No. 2 Seal No. 3	Description of Goods 0712 Aerosol	HS Code <small>Please use the Description of Goods for any additional HS Codes</small>	remove remove all Cargo copy add remove

Version: 0.8 EAS0102xdp/154xdp

For Verified Gross Mass(VGM) submission please use our [Online Business](#). Any VGM information in this document will be ignored.

Page 2 / 2

eaSI Hapag-Lloyd

Container Nos., Seal Nos., Marks and Nos.	Number and Kind of Packages, Description of Goods: <small>For Verified Gross Mass(VGM) submission please use our Online Business. Any VGM information in this document will be ignored.</small>	Gross Cargo Weight, Measurement: <small>Do not use thousand separator</small>	Actions: Container / Cargo
Container Nos. HLXU 8356469	Number of Packages	Gross Cargo Weight Unit	Container copy
Cargo Item No. (index) 1	Kind of Packages UN Packing Code Print the Kind of Packages on B/L as	Net Cargo Weight Measurement Unit	add remove remove all
Marks and Nos. Seal No. 1 HLT1234567 Seal No. 2 Seal No. 3	Description of Goods	HS Code <small>Please use the Description of Goods for any additional HS Codes</small>	Cargo copy add remove
Container Nos. BMOU 5262535	Number of Packages	Gross Cargo Weight Unit	Container copy
Cargo Item No. (index) 2	Kind of Packages UN Packing Code Print the Kind of Packages on B/L as	Net Cargo Weight Measurement Unit	add remove remove all
Marks and Nos. Seal No. 1 HLT2222222 Seal No. 2 Seal No. 3	Description of Goods	HS Code <small>Please use the Description of Goods for any additional HS Codes</small>	Cargo copy add remove
Container Nos. UACU 8273478	Number of Packages	Gross Cargo Weight Unit	Container copy
Cargo Item No. (index) 3	Kind of Packages UN Packing Code Print the Kind of Packages on B/L as	Net Cargo Weight Measurement Unit	add remove remove all
Marks and Nos.	Description of Goods	HS Code	

5-5. 1個Booking拆N套提單EASI 做法

3. 確認內容沒問題後送出，送出前 Please Select: 請保持 Create a New B/L Instruction，提單號碼的地方一定要點選題單號!
4. 按Send Form出現的警語，If you want to update the B/L NO. which you have selected from the BL NO. field, select NO. 如果跟圖片顯示的一樣，麻煩請點選 NO 才不會無限分單，不清楚怎麼送EASI 請參考 [EASI傳送解說](#)。

eaSI electronic-advanced Shipping Instruction

Send Form

Save as Draft

Save as Template

Import Template

Sender's Name:

Shipper:

ONE AND ONLY LTD.

Consignee: To O

FOREVER AN

Please select: Create a New B/L Instruction

Carrier:



Shipment No.:

16376753

B/L No.:

HLCUTPE220727356

Page:

1 / 2

Shipper's Export Reference:

警告 : JavaScript 視窗 -



You have selected to create a new BL, but the BL No. field does not contain "create New". Do you really want to create a new B/L anyway?

If you want to update the B/L No., which you have selected from the BL No. field, select "No".

是(Y)

否(N)

取消