

Hapag Lloyd Taiwan

WEB NEW SI SOP + 製單規則/注意事項

November 2024



Hapag-Lloyd

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*** 請隨時關注 [Hapag-Lloyd 官網](#)或是 [CustomerNEWS](#) 以利取得最新資訊***

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An aerial photograph of a large container ship sailing on the ocean. The ship is viewed from above, showing its long deck covered with numerous colorful shipping containers in shades of red, yellow, blue, and white. The ship is moving from the top left towards the bottom right of the frame, leaving a white wake in the deep blue water.

A.

製單規則/注意事項

A. 製單規則/注意事項

- WEB NEW SI 目前不支援“編輯”的功能，也無法查閱已提交的內容，一旦送出就無法修正。
- 因“提單號碼”欄位尚在設置中，提單號碼請務必打在Comment 內
- **WEB NEW SI 功能同步升級中，操作畫面與操作手冊不同時請先與客服(TAIWAN@SERVICE.HLAG.COM) 聯繫**



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
- **提單號碼務必打在 Comment 欄位**

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 Comments 加註：
Please show destination agent information.

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** 傳送前請自行移除，並且也不能顯示貨物價值和全形字符，請一律使用半形，提單符號可接受 () / - = + *，避免後續改單會收費。
- 請注意: “ ~ ” “ [] ” “ { } ” “ \ ” “ < > ” 會呈現亂碼請勿使用

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 ; Gross Weight (G.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 請來信至 TAIWAN@SERVICE.HLAG.COM 索取
主旨: (領櫃代號/提單號碼) 索取Vessel Certificate /船證資訊



Payment Term 付款相關

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) ***台灣出口貨物禁止在大陸付款***

- 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

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
- 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

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)請在 Comment 打上 HS code not show on BL。

ICS 2 - ECICS chemical Code (optional)

- 若出貨商品為化學品，請在 ECICS chemical Code

ECICS chemical Code (optional) ⓘ

Enter ECICS Code

欄位填入資料



提單內容

House Bill Information

- 若需要HL代傳輸House Bill，請務必先索取House Bill提單號碼，將將實際SHIPPER+CNEE+NOTIFY 輸入在相對應欄位，若資訊太多請接*放Comment
- 24HR 艙單相關詳細訊息請參考: E. Country Specific & Customs Requirements 特殊國家需求& 24HR 艙單傳輸
- 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。

Draft Receiver 提單草稿收件人

- 提單草稿 首要收件人為 SI SENDER

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 Comment 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SI

- 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



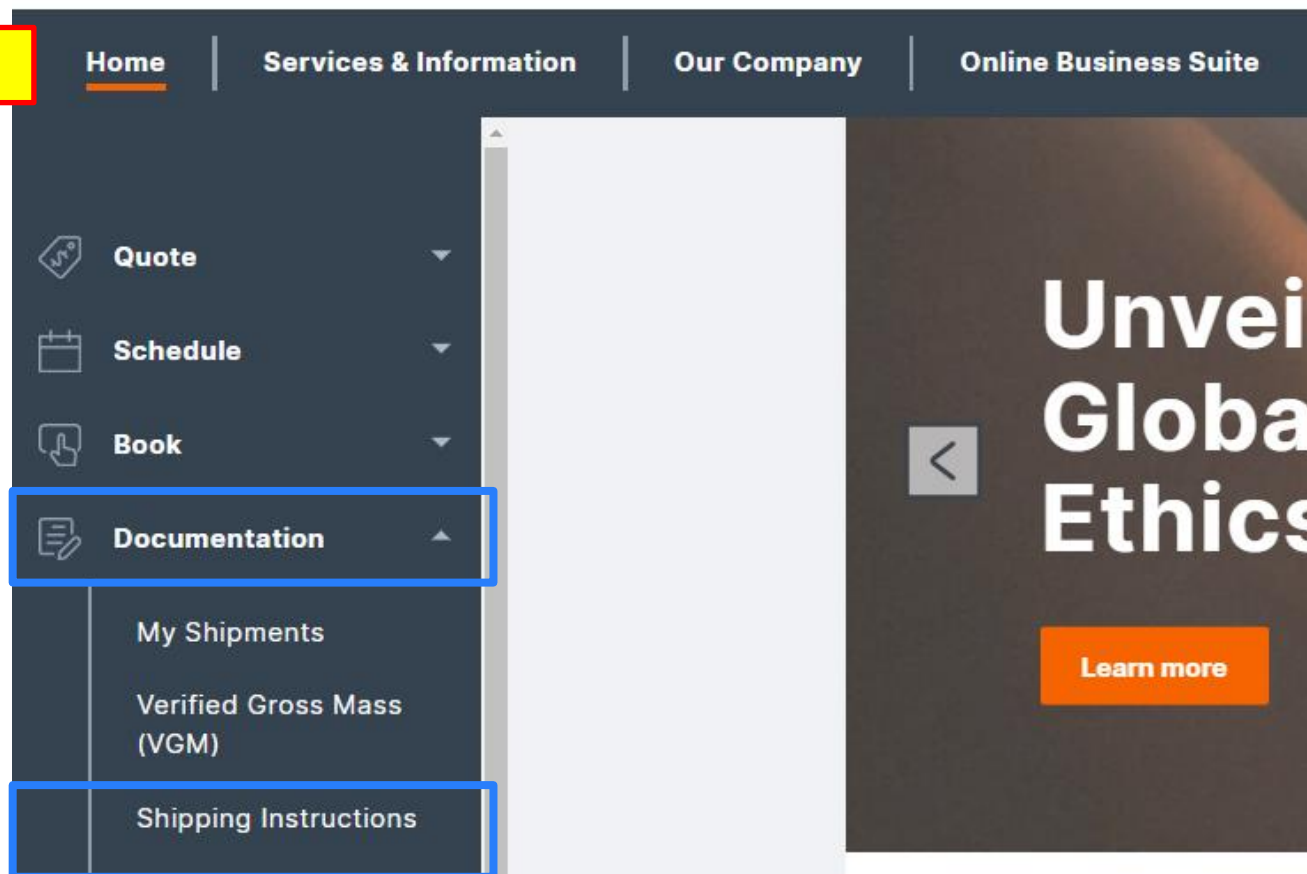
An aerial photograph of a large container ship sailing on the ocean. The ship is viewed from above, showing its long deck covered with numerous colorful shipping containers in shades of red, yellow, blue, and white. The ship's hull is a reddish-brown color. The ocean is a deep blue with visible whitecaps and a wake behind the vessel.

B.

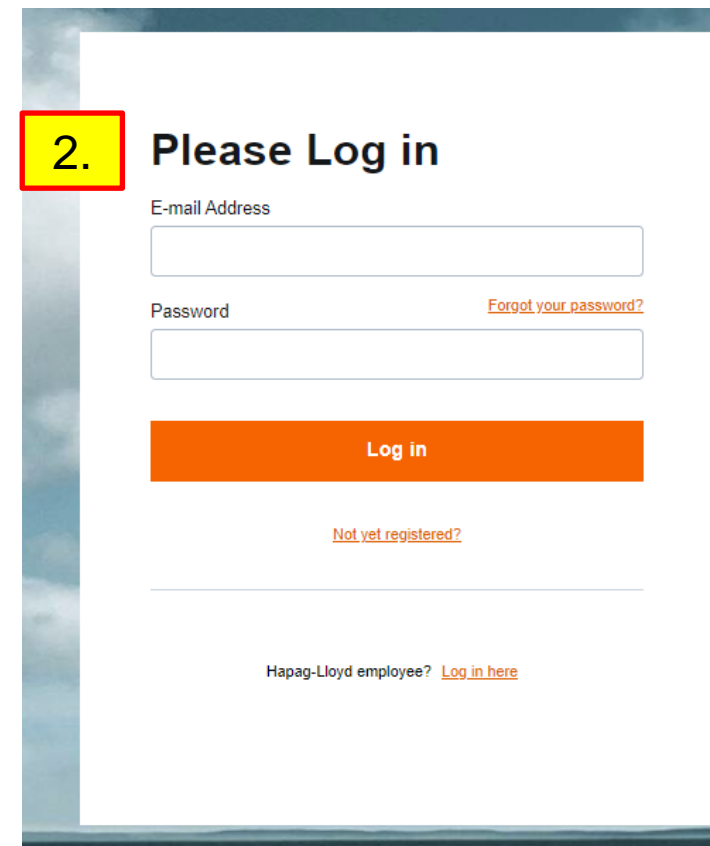
如何登入NEW SI

B. 如何登入 NEW SI

1. 登入 [HAPAGL LLOYD](#) 官網:
HOME → Documentation → Shipping Instructions



2. 輸入 帳號& 密碼



B. 如何登入 NEW SI

3. 登入之後找到相對應的Booking Number，點選前方的灰色圓點（點選成功圓點會變成橘色）再選擇 Use New SI to Submit 進入 New SI 製單畫面

| | | | | | | | |
|----------------------------------|----------|-----------------|------------|------------|-------------|-------------|---|
| <input type="radio"/> | 20240722 | CFS-CY BY CY-CY | 2024-07-27 | 2024-07-24 | WAN HAI 502 | NHAVA SHEVA | 0 |
| <input checked="" type="radio"/> | 20180259 | CFS-CY BY CY-CY | 2024-07-27 | 2024-07-24 | WAN HAI 502 | NHAVA SHEVA | 0 |

3.

Download PDF Form Use New SI to Submit Shipping Instruction Details Shipment Details webVGM Customs References Customs

B. 如何登入 NEW SI

4. 進入 New SI 頁面 請再次確認 Booking Number 是否正確

Shipping Instructions [About this app](#)

Enter a Booking No.

20180259

1 **Addresses & References**

| | |
|--|---|
| Shipper | Booking Number |
| <input type="text"/> | 20180259 4. |
| TAX ID for Shipper (optional) | Shippers Reference (optional) |
| <input type="text"/> | <input type="text"/> |
| <input type="checkbox"/> To Order ⓘ Consignee not yet specified | Freight Forwarders Reference (optional) |
| Consignee | <input type="text"/> |
| <input type="text"/> | Forwarding Agent (optional) |
| | <input type="text"/> |

An aerial photograph of a large container ship sailing on the ocean. The ship is viewed from above, showing its long deck covered with numerous colorful shipping containers in shades of red, yellow, blue, and white. The ship's hull is a reddish-brown color. The ocean is a deep blue with visible whitecaps and a wake behind the vessel.

C.

如何製作NEW SI

C. 如何製作 NEW SI

5. SHIPPER /CNEE/ NOTIFY

欄位請顯示完整資訊，
(公司名稱+地址+電話+EMAIL+TAX ID等)
提單最多顯示6行，資料超過6行 請自行連接 *
到品名

若有 SO NO. /合約號/ MR CODE要顯示於提單的需求，請自行輸入在 Reference 欄位或品名內，Hapag Llyod 不會主動顯示在提單上。

*CONSIGNEE若為 TO ORDER 開頭
提單，請務必勾選 TO ORDER 按鈕

5.

Addresses & References

Shipper

Booking Number
19470879

Shippers Reference (optional)

TAX ID for Shipper (optional)
不需要在此輸入TAX ID

To Order Consignee not yet specified

Consignee

TAX ID for Consignee (optional)
不需要在此輸入TAX ID

Notify Address (optional)

TAX ID for Notify (optional)
不需要在此輸入TAX ID

+ Add additional Notify Address

Freight Forwarders Reference (optional)

Forwarding Agent (optional)

Consignee's Reference (optional)

Place of Receipt

Place of Delivery

*SHIPPER /CNEE/ NOTIFY 欄位因大小問題無法完整顯示時，可以點選右下角拖曳之後 放大。

C. 如何製作 NEW SI

6. 若提單需要ALSO NOTIFY (Notify 2)
請點選 Add additional Notify Address 新增
ALSO NOTIFY欄位，最多接受新增到 Notify 3

Consignee

TAX ID for Consignee (optional)

不需要在此輸入TAX ID

Notify Address (optional)

TAX ID for Notify (optional)

不需要在此輸入TAX ID

6.

+ Add additional Notify Address

7. 不小心按到新增，直接點選 Delete Notify
Address2 刪除即可。

Notify Address (optional)

TAX ID for Notify (optional)

不需要在此輸入TAX ID

Notify 2 Address (optional)

TAX ID for Notify 2 (optional)

不需要在此輸入TAX ID

7.

Delete Notify Address 2

+ Add additional Notify Address

C. 如何製作 NEW SI

Notify Address (optional)

TAX ID for Notify (optional)

+ Add additional Notify Address

Vessel(s)

Voyage No.

8.

ITAL UNICA

W178

8. Vessel 船名+Voyage 航次直接帶入無法編輯

Port of Loading

9.

KAOHSIUNG

Port of Discharge

NHAVA SHEVA

9. POL+POD 也會預先帶入系統內資訊，可自行編輯，最終製單時會依據文件要求/規範，決定是否按照客戶指示呈現於提單上

Place of Receipt

Place of Delivery

Place of Receipt (PLA) / Place of Delivery (PLD)
因為功能尚未齊全無法編輯，若有BOOKING 從內陸點或是到內陸點請在Comment備註 (參考P.24)
EX: 結台中到印度DELHI
Place of Receipt / PLA: TAICHUNG
Place of Delivery /PLD: DELHI

C. 如何製作 NEW SI

Individual Descriptions for the Cargo Items of such Container

預設為此選項，不需要特別更動

Abou

510900
Yarn of wool or of fine animal hair, put up for retail sale

510910
Yarn of wool or of fine animal hair, put up for retail sale - Containing 85 % or more by weight of wool or of fine animal hair

510990
Yarn of wool or of fine animal hair, put up for retail sale - Other

OS

HS Code
5109

HS CODE:

請輸入前4位後透過選單選擇合適的稅則稅號，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) 請在 Comment欄位 打上 HS code not show on BL。

Containers and Cargo

Same description for whole SI

1 Container and Cargo for FANU1806300

封條(超過3個請自行輸入至品名內)

Container No. Seal No. (optional) Seal No. (optional) Seal No. (optional)

櫃號 封條

e.g. HLCU 1234567

Individual Descriptions for the Cargo Items of such Container

Same Description for the whole Container (Marks & Numbers and HS Code will be included)

極少數狀況下，同一櫃，品名+唛頭+HS CODE都一樣，但是需要拆分不同件數/重量才要選這個

Cargo Item 1 of FANU1806300

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

件數 包裝單位

Default is selected Kind of Packages

輸入關鍵字之後，透過下拉選單點選

Gross Weight Gross Volume (optional) Net Weight (optional)

重量 kg CBM/體積 mtq 0 kg

HS Code

Choose HS Code

Print the kind of Packages on BL as:

請參考下一頁詳細說明

Marks & Nos (optional)

唛頭

Description

品名

C. 如何製作 NEW SI

Print the kind of Packages on BL as:

是提單上“包裝單位”想要呈現的方式，屬於“文字”敘述，沒有加總功能。

=> 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。

Cargo Item 1 of FANU1806300

| | | |
|--------------------------------|--|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| <input type="text" value="3"/> | <input type="text" value="CT Carton"/> | <input type="text" value="Carton"/> |

=> 如果包裝單位要複數，

在Print the kind of packages 的地方 記得加“s”

Cargo Item 1 of TEMU 7372710

| | | |
|----------------------------------|--|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| <input type="text" value="300"/> | <input type="text" value="AL Ball"/> | <input type="text" value="Balls"/> |

如果提單有細包裝，請把細包裝加註在品名內
EX: 外包裝 6 Packages
細包裝 1 WOODEN CASE + 5 CARTONS

Cargo Item 1 of FANU1806300

| | | |
|--------------------------------|---|--------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| <input type="text" value="6"/> | <input type="text" value="PK Package"/> | <input type="text" value="Package"/> |

Gross Weight kg Gross Volume (optional) mtq Net Weight (optional) kg

HS Code

Marks & Nos (optional)

Description

C. 如何製作 NEW SI

10. Freight 運費付費條件:

Set Charges to : All Prepaid 全部預付

Set Charges to : All Collect 全部到付

Set Charges to : Individually 單項設定

- Origin Port Charge = 起運港Local Charge
- Origin Haulage Charges = 啟運港內陸拖車費
- SEA Freight = 海運費
- Destination Port Charge = 目的港費用
- Destination Haulage Charges = 目的港內陸費用

- 有特殊的付款需求請務必註記在 **Comment** 欄位

EX : Local charge / Sea Freights / Destination charges – special payment terms issue (collect or prepaid or 3rd party payer or Elsewhere).
(起運港費用、海運費、目的港費用– 特殊的付款要求 (單一選項 到付、預付、或是工廠、協力廠商、第三地付款等)

參考P.7 提單註記方式，若有不清楚的地方請務必來信與客服確認

10.

3

Freight

Set Charges to

All Prepaid All Collect Individually

Origin Port Charge Sea Freight Destination Port Charge

Prepaid Collect Prepaid Collect Prepaid Collect

C. 如何製作 NEW SI

Document Issuance

Number of Freight Original BLs

11.

Number of Unfreight Original BLs

Freight payable at

12.

Destination

Freight payable at

Name and Address of Freight Payer

◆ **Name and Address of Freight Payer**
((此欄位僅限於 使用 運費第三地付款))

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)

11. 提單顯示運費

Freighted 秀運費提單

Unfreighted 不秀運費提單

12. Freight Payable At 運費付款地

* 注意 此欄位和第10點 **Freight** 運費付費條件中的 **Sea Freight** 沒有聯動，
選取時務必注意選項要前後一致

Freight Payable At Origin = 起運港付運費

Freight Payable At Destination = 目的港付運費

Freight Payable At Elsewhere = 第三地付運費

- 第三地付款一律視為 FREIGHT PREPAID
- 若TW Local charge + 運費都要第三地付款在
Name and Address of Freight Payer 欄位要註記:
Origin Port Charge + SEA FREIGHT payable at xxx(國家) 以及付款方資料:

範例如下:

Origin Port Charge + SEA FREIGHT payable at HongKong
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)

C. 如何製作 NEW SI

Number of Freight Copies (optional)

0

Number of Unfreight Copies (optional)

0

Document Type

13.

Sea Waybill

Original

13. Document Type 提單類型

SWB 快速提單

Original 正本提單 / 目的港發單 或是電放 Telex Release
都請選 Original。

目的港發單 Comment 加註: Issue OBL at Destination

電放提單 Comment 加註: Telex Release

Invoice Reference (optional)

Send first BL draft to (email):

14.

TAIWAN@SERVICE.HLAG.COM

14. Send first BL draft to (email):

提單草稿收件人，預設為 登入信箱，
可以自行修改為其他信箱 (僅限1個)

C. 如何製作 NEW SI

15. Comments 提單備註欄位

- **提單號碼**
- 若先前提單類型指示為秀運費提單，有特殊需求：如顯示海運費不顯示台灣Local Charge：請另外註記【Show O/F & No Show POL local charge】，最終製單時會依據各國家文件要求/規範，決定是否按照客戶需求呈現於提單上。
- Issue OBL at Destination（目的港發單）
- Telex Release（電放）
- HS code not show on BL – 提單不顯示HS CODE（根據國家要求）
- 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”。
- N個櫃子品名+MARK 包裝單位相同，提單只要秀一次 先參考 濃縮品嚟提單做法註記 (CONDENSED MARK+ CARGO DESCRIPTION)
- 要秀目的港 Agent 加註 Please show destination agent information
- 合併提單加註：S/(主單BOOKING NO.)+S/(併單BOOKING NO.)= 主單提單號碼
- 特殊付款需求 請參考P.7 / P.22 範例
- Booking 從/到內陸點 Place of Receipt (PLA) / Place of Delivery (PLD)之備註
Place of Receipt / PLA: _____ Place of Delivery /PLD: _____

15. Comments

Add a general comment if needed

General comment (optional)

show destination agent

Confirmation

16. I accept the [Terms and Conditions](#)

Submit

16. Confirmation 確認

提單做法輸入完畢後，

點選 I accept the Terms and Conditions 再按 “Submit” 送出

C. 如何製作 NEW SI

17. 成功送出

送出成功後畫面會顯示:

Your Shipping Instruction has been successfully sent to us.

*若操作過程中偶遇: 當機 / 斷線 / 沒反應 等問題 ,
請不要急著直接重送! 10分鐘後回到 Shipping Instruction
檢查是否有傳送紀錄 (下一頁會有詳細說明)

17.

Shipping Instructions [About this app](#)

✔ Your Shipping Instruction has been successfully sent to us.

Hapag-Lloyd will now check your Shipping Instruction. You will receive the first draft of your BL after we have worked on your Shipping Instruction.

Document Details

| | | | |
|--------------------|------------|--------------------|--------------|
| Booking No | 91839979 | Document Status | SI Sent |
| Date of Submission | 2024-07-22 | Time of Submission | 16:48:42 GMT |

Back to Shipping Instruction

You can continue with another Shipping Instruction.

[Back to Shipping Instruction](#)

Technical Reference

In case that any technical issue happens or you face delays (more than 8 hours) with receiving your initial draft, please reach out to us with the following ID:
FCECDFC5454D4A22B31DCB1B8F2BD0F2

Copy Reference ID

Help us improve our Shipping Instruction solution

How would you rate your experience with this digital application?

☆☆☆☆☆

C. 如何製作 NEW SI – 確認資料是否傳送成功

若操作過程中偶遇：當機 / 斷線 / 沒反應 等問題，請不要急著直接重送！

10分鐘後回到 Shipping Instruction 輸入 Booking No. 點選 → Shipping Instruction 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 "DC 2022.003.20282"** or above to ensure a successful processing of your shipping instruction. **If you face errors with not being allowed to edit the PDF, please use the link above to download the newest version from Adobe!**

Important Note: By default your browser tries to open the PDF with a plug-in. Those plug-ins do not support the feature or the eaSI form. [See our User Guide for further information.](#)

Booking No.

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 |
|-------------|--------------------|------------------|------------------|-------------|-------------------------------------|--|---------------|
| 91839979 | TEST BY SHARON | 2024-09-21 | | EVER USEFUL | SYDNEY, NSW | 1 | 0 |

Download PDF Form Use New SI to Submit **Shipping Instruction Details** Shipment Details webVGM Customs References Customs

* 針對NEW SI 目前尚未開放提交後查閱和修改的功能

C. 如何製作 NEW SI – 確認資料是否傳送成功

傳送成功:

- **SI Status** 會出現 “create B/L”
- **Bill of Lading No.** 顯示提單號碼
- **Received By Hapag-Llyod** 顯示收到的日期
- **Received Time (UTC)** 時間要+8小時= 台灣時間
- **Submission Channel** 傳送提單做法的途徑

Shipping Instruction Details [?]

Booking No. 91839979
Customer Reference TEST BY SHARON

[Shipment Details](#) [webVGM](#) [Download New Form](#)

Find here your submitted Electronic Advanced Shipping Instructions which are waiting to be processed at the Hapag-Lloyd systems.

| Shipping Instruction sent to Hapag-Lloyd at: | Submission Channel | Submitted by |
|--|--------------------|--------------|
| 2024-07-23 | eaSI mail | |
| 2024-07-23 | eaSI mail | |
| 2024-07-23 | eaSI mail | |

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 |
|---|--------------------|-------------------------|---------------------|--------------------|--------------|
| <input checked="" type="radio"/> create B/L | HLCUTPE240778919 | 2024-07-26 | 03:17 | EDI and portals | |
| <input type="radio"/> Draft correction received | HLCUTPE240778919 | 2024-08-05 | 02:18 | EDI and portals | |

[Open Submitted Shipping Instruction](#)

An aerial photograph of a large container ship sailing on the ocean. The ship is viewed from above, showing its long deck covered with numerous colorful shipping containers in shades of red, yellow, blue, and green. The ship is moving from the top-left towards the bottom-right of the frame, leaving a white wake behind it. The water is a deep blue with visible ripples and waves.

D.

特殊提單做法

D. 特殊提單做法

D.1 同櫃拆Cargo Item (1個品名只對應1個 HS CODE)

D.2 濃縮品嘜 (Condensed Bill, 多櫃品名+嘜頭只會秀一次)

D.3 合併提單 (Combine Bill)

D.4 拆單(1個Booking拆N套提單)

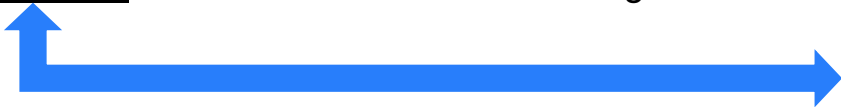
D.5 DG SI

D.1 同櫃拆Cargo Item-

1個櫃子裝不同品名的貨物；
請依序把每個品名對照的HS CODE/ 件數/重量列出

EX: 櫃號 FANU1806300 貨櫃內裝載：(100 椅子+ 200置物櫃)

1. 點選 “Individual Descriptions for the Cargo Items of such Container”.
2. 把 Cargo Item 1 資訊輸入完畢，點選 “Add Cargo Item”



Containers and Cargo

Same description for whole SI

1 Container and Cargo for FANU1806300 Duplicate Delete ^

Container No. Seal No. (optional) Seal No. (optional) Seal No. (optional)

FANU 1806300 HLT1234567

e.g. HLCU 1234567

1. Individual Descriptions for the Cargo Items of such Container
 Same Description for the whole Container (Marks & Numbers and HS Code will be included)

Cargo Item 1 of FANU1806300

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

100 SX | Set

Gross Weight Gross Volume (optional) Net Weight (optional)

2000 kg 0 mtq 0 kg

HS Code

940180 - Seats (other than tho:

Marks & Nos (optional) Description

CHAIR TEST CHAIRS

2. Add Cargo Item Duplicate Cargo Item

D.1 同櫃拆Cargo Item-

1個櫃子裝不同品名的貨物；

請依序把每個品名對照的HS CODE/ 件數/重量列出

EX: 櫃號 FANU1806300 貨櫃內裝載：(100 椅子+ 200置物櫃)

3. 點選“Add Cargo Item”之後會出現“Cargo Item 2 of FANU1806300”

這時候就可以填寫另外一個品名的相關資訊

Cargo Item 1 of FANU1806300

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

Gross Weight kg Gross Volume (optional) mtq Net Weight (optional) kg

HS Code

Marks & Nos (optional) Description

3. [Add Cargo Item](#) [Duplicate Cargo Item](#) [Delete Cargo Item](#)

Cargo Item 2 of FANU1806300

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

Gross Weight kg Gross Volume (optional) mtq Net Weight (optional) kg

HS Code

Marks & Nos (optional) Description

[Add Cargo Item](#) [Duplicate Cargo Item](#) [Delete Cargo Item](#)

D.2 濃縮品嘜

(Condensed Bill, 多櫃品名+嘜頭只會秀一次)

Hapag-Lloyd Aktiengesellschaft, Hamburg

 Hapag-Lloyd


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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 | 40'GP SLAC*:2273 PIECE | 23856.000 KG | 55.000 CBM |
| SEAL: HLT1566414 | | | |
| HLXU 987654 | 40'GP SLAC*:2329 PIECE | 23822.000 KG | 55.000 CBM |
| SEAL: HLT1566413 | | | |
| *SLAC = Shipper's Load, Stow, Weight and Count | | | |
| | ===== | ===== | ===== |
| | 4602 PIECE | 47678.000 KG | 110.000 CBM |

濃縮品嘜提單呈現格式 
(品名+嘜頭秀1次；櫃號集中在下方)


Hapag-Lloyd Aktiengesellschaft, Hamburg

 Hapag-Lloyd

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SWB-No. HLCUTPE2104012345

| Cont/Seals/Marks | Packages/Description of Goods | Weight | Measure |
|--|--|-----------------|----------------|
| HLXU 123456 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 KG | 110.000 CBM |

一般提單呈現格式 

D.2 濃縮品嘜

(Condensed Bill, 多櫃品名+嘜頭只會秀一次)

濃縮品嘜前提:

- 整套提單**每個櫃子包裝單位+嘜頭+品名完全一樣**，於 Comment 註記“CONDENSED MARK+ CARGO DESCRIPTION”
- 不同BOOKING NUMBER 合併提單無法只秀一次 品名+嘜頭
- 同一個櫃子拆不同件數也無法做合併品嘜

1. 點選 Same description for whole SI
2. 輸入 HS CODE / 嘜頭/品名
3. 依序輸入每櫃 封條/件數/重量等資訊
4. 最後在提單 Comment 註記:
“CONDENSED MARK+ CARGO DESCRIPTION”

Containers and Cargo

1. Same description for whole SI

The same Description for the whole Shipping Instruction (Marks & Numbers and HS Code will be included)

2. HS Code: Choose HS Code

Marks & Nos (optional) 1: Enter Marks and Numbers

Description 1: Enter Description

3. 1 Container and Cargo for FANU1806300 Duplicate Delete

Container No.: FANU 1806300 (e.g. HLCU 1234567)

Seal No. (optional)

Seal No. (optional)

Seal No. (optional)

Cargo Item 1 of FANU1806300

No. of: 1

Kind of Packages / UN Packing Code: [Dropdown]

Print the Kind of Packages on BL as: Default is selected Kind of Packages

Gross Weight: 25500 kg

Gross Volume (optional): 0 mtq

Net Weight (optional): 0 kg

+ Add Cargo Item Duplicate Cargo Item

2 Container and Cargo for UACU5756955 Duplicate Delete

Container No.: UACU 5756955 (e.g. HLCU 1234567)

Seal No. (optional)

Seal No. (optional)

Seal No. (optional)

D.3 合併提單 (Combine Bill)

- 所有合併的 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。
- QQ SPOT 只能和 QQ SPOT 合併提單，不能跟一般QQ/RA的合約一起合併提單
- Comment 欄位 請註記：
S/(主BOOKING)+S/(要合併的BOOKING) Combine Bill=
HLCUTPE(主單單號)
[EX → S/74859645+S/41526345 Combine Bill = HLCUTPE241152099](#)
- 合併提單只要在主題單的Booking 傳送1次 SI 即可，等於所有合併的內容都在1個 SI 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)

1. 主單最後一個櫃號完成後，點選“Add Container”新增欄位，有幾櫃子需要合併提單就按幾次“Add Container”

Containers and Cargo

Same description for whole SI

1 Container and Cargo for TXGU7079793 Duplicate

| | | | |
|-------------------|---------------------|---------------------|---------------------|
| Container No. | Seal No. (optional) | Seal No. (optional) | Seal No. (optional) |
| TXGU 7079793 | | | |
| e.g. HLCU 1234567 | | | |

- Individual Descriptions for the Cargo Items of such Container
 Same Description for the whole Container (Marks & Numbers and HS Code will be included)

Cargo Item 1 of TXGU7079793

| | | |
|--------|------------------------------------|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| 1 | AP Ampoule, protected | Ampoule, protected |

| | | |
|--------------|-------------------------|-----------------------|
| Gross Weight | Gross Volume (optional) | Net Weight (optional) |
| 400 kg | 0 mtq | 0 kg |

HS Code
290351

| | |
|------------------------|---------------------|
| Marks & Nos (optional) | Description |
| special | SPECIAL SYMBOL TEST |

1.

D.3 合併提單 (Combine Bill)

2. 新增欄位後會出現 Container and Cargo for ...
3. Container No. 輸入要合併提單的櫃號
4. 依序完成資料
5. 最後在提單 Comment 註記:
S/(主單BOOKING NO.)+S/(併單BOOKING NO.)
= 主單提單號碼

2. Container and Cargo for Duplicate Delete ^

3. Container No. Seal No. (optional) Seal No. (optional) Seal No. (optional)
e.g. HLCU 1234567

Individual Descriptions for the Cargo Items of such Container
 Same Description for the whole Container (Marks & Numbers and HS Code will be included)

4. Cargo Item 1 of New Container 2

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

Gross Weight Gross Volume (optional) Net Weight (optional)

HS Code ×

Marks & Nos (optional) Description

+ Add Cargo Item Duplicate Duplicate Cargo Item

D.4 拆單(1個Booking拆N套提單)

*拆幾套提單就要送幾次提單做法

EX: 一個BOOKING 2個櫃子，一櫃一單

1. 移除不需要傳輸資料的櫃子 點選“DELETE”
2. 其餘資料完成後在 Comment 欄位輸入“提單號碼”再送出。
3. 後續依此類推

Containers and Cargo

Same description for whole SI

The same Description for the whole Shipping Instruction (Marks & Numbers and HS Code will be included)

HS Code

Marks & Nos (optional)

Description

1 Container and Cargo for FANU1806300 Duplicate Delete

Container No. Seal No. (optional) Seal No. (optional) Seal No. (optional)
e.g. HLCU 1234567

Cargo Item 1 of FANU1806300

No. of Kind of Packages / UN Packing Code Print the Kind of Packages on BL as

Gross Weight kg Gross Volume (optional) mtq Net Weight (optional) kg

[Add Cargo Item](#) [Duplicate Cargo Item](#)

2 Container and Cargo for UACU5756955 Duplicate Delete

Container No. Seal No. (optional) Seal No. (optional) Seal No. (optional)
e.g. HLCU 1234567

1.

D.5 DG SI

- **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，但是可以另外在品名註記大包裝，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做法上品名的第一行。
- **DG 提單每個ITEM 資料請分開列出**
- **同一櫃子裡有 DG/ NONE DG 混裝貨 或是多個DG ITEM 務必分開每個 Cargo Item 申報**
點選 Add Cargo Item 即可新增 同一櫃 空白 Cargo Item 欄位
- **提單 Comment 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 Comment 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)
- **CRR DG -Combine Related (C-R-R) 提單做法提交範例**(EX:電動腳踏車/包含電池設備等危險品的機台)

CRR DG- Combine Related (C-R-R)

(EX: 電動腳踏車/包含電池設備等危險品的機台) 提單呈現方式 範例:

Hapag-Lloyd Aktiengesellschaft, Hamburg



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SWB-No. HLCUTPE220152011

- CRR 提單 需要分3個Cargo Item
把 DG +NONE DG 分開列出 但是件數都相同
- C 總和 =
R (DG)+R (NONE DG) 的重量&CBM加總

| Cont/Seals/Marks | Packages/Description of Goods | Weight | Measure |
|--|---|---------------|--------------|
| CAIU 1314520 SEAL: HLT1749115 MARKS & NOS: COMMENCAL ETD : N.W. : G.W. : MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE | 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 : 19 VEHICLE BATTERY POWERED VEHICLE AGGREGATION STATE : SOLID IMO-CLASS : 9 UN-NUMBER : 3171 EMS-NUMBER : F-AS-I EMERGENCY PHONE : 886 2 21731600 | 637.050 KG | 7.230 CBM |
| CAIU 1314520 SEAL: HLT1749115 MARKS & NOS: COMMENCAL ETD : N.W. : G.W. : MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE | 19 VEHICLE BATTERY POWERED VEHICLE AGGREGATION STATE : SOLID IMO-CLASS : 9 UN-NUMBER : 3171 EMS-NUMBER : F-AS-I EMERGENCY PHONE : 886 2 21731600 | 91.200 KG | 1.230 CBM |
| CAIU 1314520 SEAL: HLT1749115 MARKS & NOS: COMMENCAL ETD : N.W. : G.W. : MADE IN TAIWAN COMMENCAL (IN DIA.) C/NO: MADE IN SINGAPORE | 19 CARTONS ELECTRIC BIKE HS CODE: 8711.60 | 545.850 KG | 6.000 CBM |

C

電動腳踏車或是整台機器的總和

R

DG (電池/危險品)

R

NONE DG (腳踏車車體/機台)

CRR DG- Combine Related (C-R-R)

(EX: 電動腳踏車/包含電池設備等危險品的機台)

EX: UACC 5566778 有 520 FIBREBOARD BOX 的 電動腳踏車。
NEW SI 只會出現 Cargo Item 1 的欄位，在 Cargo Item 1 末端
點選 Add Cargo Item 即可新增 Cargo Item 2



Cargo Item 1 - UACC 5566778 - 520 FIBREBOARD BOX
電動腳踏車或是整台機器的加總 重量/CBM/品名/MARK/HS CODE 等



Cargo Item 2 - UACC 5566778 - 520 FIBREBOARD BOX
DG (電池)單獨的 重量/品名/CBM/MARK/HS CODE 等



Cargo Item 3 - UACC 5566778 - 520 FIBREBOARD BOX
NONE DG (腳踏車車體/機台)的重量/品名/CBM/MARK/ HS CODE 等



Cargo Item 1 of UACC 5566778

| | | |
|--------|------------------------------------|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| 520 | 4G Box, fibreboard | Box, fibreboard |

| | | |
|--------------|-------------------------|-----------------------|
| Gross Weight | Gross Volume (optional) | Net Weight (optional) |
| 20000 kg | 25 mtq | 0 kg |

HS Code: 392051

| | |
|------------------------|--------------|
| Marks & Nos (optional) | Description |
| CRR DG TOTAL | CRR DG TOTAL |

電動腳踏車或是整台機器的加總

Add Cargo Item Duplicate Cargo Item Delete Cargo Item



Cargo Item 2 of UACC 5566778

| | | |
|--------|------------------------------------|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| 520 | 4G Box, fibreboard | Box, fibreboard |

| | | |
|--------------|-------------------------|-----------------------|
| Gross Weight | Gross Volume (optional) | Net Weight (optional) |
| 5200 kg | 5 mtq | 0 kg |

HS Code: 392051

| | |
|------------------------|-------------|
| Marks & Nos (optional) | Description |
| CRR DG | CRR DG |

DG (電池)

Add Cargo Item Duplicate Cargo Item Delete Cargo Item



Cargo Item : UACC 5566778

| | | |
|--------|------------------------------------|-------------------------------------|
| No. of | Kind of Packages / UN Packing Code | Print the Kind of Packages on BL as |
| 520 | 4G Box, fibreboard | Box, fibreboard |

| | | |
|--------------|-------------------------|-----------------------|
| Gross Weight | Gross Volume (optional) | Net Weight (optional) |
| 14800 kg | 20 mtq | 0 kg |

HS Code: 392051

| | |
|------------------------|-------------|
| Marks & Nos (optional) | Description |
| CRR NONE DG | CRR NONE DG |

NONE DG (腳踏車車體/機台)



E.

**Country Specific &
Customs Requirements**

E. Country Specific & Customs Requirements 特殊國家需求& 24HR 艙單傳輸

3 **Country Specific & Customs Requirements**

Based on the routing and nature of your shipment, we have evaluated the following customs references to be relevant for your document. Following customs system are relevant for this booking:

- Automated Manifest System (US)

i It is possible to submit your initial shipping instruction without providing the customs references below. Though, many references can be necessary to complete the documentation process and will become mandatory before the final bill of lading can be issued. In case you ask Hapag-Lloyd to file your house bills, house bill information will be mandatory to submit. Hapag-Lloyd's SCAC is HLCU and Hapag-Lloyd's CAN8000 is 9529.

References
US Automated Manifest System filing

- NEW SI 針對需要傳輸的航線或是特殊國家需求會另外顯示，每票的路徑不同，關聯的傳輸系統會依據當票情況而有所變動。Country Specific & Customs Requirements Manifest System filing的頁面，References 下方會出現此票相關聯的傳輸。

- E.1-1 Country Specific & Customs Requirements- 美國/加拿大 直發單
- E.1-2 Country Specific & Customs Requirements- 美國/加拿大 發House Bill 自行傳輸
- E.1-3 Country Specific & Customs Requirements- 美國/加拿大 發House Bill Hapag-Lloyd代 Filing
- E.2 Country Specific & Customs Requirements- 歐洲線 ICS2

E.1-1 美國/加拿大 直發單

- 每票的路徑不同，關聯的傳輸系統會依據當票情況而有所變動，此處以同時需要傳輸AMS/ACI為範例

Country Specific & Customs Requirements

Based on the routing and nature of your shipment, we have evaluated the following customs references to be relevant for your document. Following customs system are relevant for this booking:

- Automated Manifest System (US)
- Advanced Commercial Information (Canada)

i It is possible to submit your initial shipping instruction without providing the customs references below. Though, many references can be necessary to complete the documentation process and will become mandatory before the final bill of lading can be issued. In case you ask Hapag-Lloyd to file your house bills, house bill information will be mandatory to submit.

References

Canada Advanced Commercial Information filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

US Automated Manifest System filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

EX: Canada Advanced Commercial Information filing 加拿大傳輸
US Automated Manifest System filing 美國傳輸

- 直發單 (**Straight Bill**) 請選擇: I am the cargo owner

E.1-2 美國/加拿大 發House Bill 自行傳輸

- 每票的路徑不同，關聯的傳輸系統會依據當票情況而有所變動，此處以同時需要傳輸AMS/ACI為範例。

Country Specific & Customs Requirements

Based on the routing and nature of your shipment, we have evaluated the following customs references to be relevant for your document. Following customs system are relevant for this booking:

- Automated Manifest System (US)
- Advanced Commercial Information (Canada)

i It is possible to submit your initial shipping instruction without providing the customs references below. Though, many references can be necessary to complete the documentation process and will become mandatory before the final bill of lading can be issued. In case you ask Hapag-Lloyd to file your house bills, house bill information will be mandatory to submit.

References

Canada Advanced Commercial Information filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

1. Self filer CAN8000 code

US Automated Manifest System filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

2. Self Filer SCAC Code

- 另外發 House Bill 提單，自行傳輸

請選擇: I am a self filer / filing by supplementary declarant
並於相對應欄位輸入傳輸代碼

- Self Filer CAN 8000 code 輸入 加拿大傳輸代碼
- Self Filer SCAC code 輸入 美國傳輸代碼

E.1-3 美國/加拿大發House Bill，Hapag Lloyd 代 Filing House Bill

Based on the routing and nature of your shipment, we have evaluated the following customs references to be relevant for your document. Following customs system are relevant for this booking:

- Automated Manifest System (US)

It is possible to submit your initial shipping instruction without providing the customs references below. Though, many references can be necessary to complete the documentation process and will become mandatory before the final bill of lading can be issued. In case you ask Hapag-Lloyd to file your house bills, house bill information will be mandatory to submit.

References

US Automated Manifest System filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

House Bill 1

1. True Shipper

TAX ID for True Shipper

不需要在此輸入 TAX ID

- Use Shipper from above's first section Addresses & References

2. Ultimate Consignee

TAX ID for Ultimate Consignee

不需要在此輸入 TAX ID

- Use Consignee from above's first section Addresses & References

3.

Choose the Cargo Items that should be included into House BL above

- Cargo Item 1 of HAMU 1016475

需要 Hapag-Lloyd 代傳輸 House Bill (HBL)
請選擇: Ask Hapag-Lloyd to file my house bills

直航 加拿大，Hapag-Lloyd 不代傳輸 House Bill

- True Shipper 輸入 真實出貨人完整資訊
- Ultimate Consignee 輸入 真實收貨人完整資訊 (HBL SHIPPER/CNEE 資訊太多 請接* 放 Comment)
- 點選對應當票 HBL 的 Cargo Item
- Comment 地方打上: HPL file HB: (訂艙確認書上的HB提單號)
EX→ HPL file HB: HLCUTPE2415784AA
- 若要拆多套HBL 請看下頁說明

* Use Shipper from above's first section Addresses & References 和 Use Consignee from above's first section Addresses & References 不要勾選

E.1-3 美國/加拿大發House Bill，Hapag Lloyd 代 Filing House Bill

House Bill 1

True Shipper

Ultimate Consignee

TAX ID for True Shipper

TAX ID for Ultimate Consignee

不需要在此輸入TAX ID **不需要在此輸入TAX ID**

Use Shipper from above's first section Addresses & References

Use Consignee from above's first section Addresses & References

Choose the Cargo Items that should be included into House BL above

Select all Cargo Items

- Cargo Item 1 of BGBU 4701711
- Cargo Item 1 of BGBU 4742177
- Cargo Item 1 of BGBU 5025294
- Cargo Item 1 of BGBU 5028550
- Cargo Item 1 of BGBU 5030789
- Cargo Item 1 of BGBU 5037628
- Cargo Item 1 of BGBU 5058410
- Cargo Item 1 of BGBU 5068742
- Cargo Item 1 of BGBU 5083876
- Cargo Item 1 of BGBU 5097463
- Cargo Item 1 of BGBU 5126176
- Cargo Item 1 of BGBU 5155066

Add House Bill

- 如果是 1 套 MBL 需要拆分N套 HBL，請先把第1套HBL完成並點選相對應的 Cargo Item
- 點選“Add House Bill”新增第2套HBL，後續依此類推
- 最後在 Comment 欄位 補上：
HPL file HB: (訂艙確認書上的HB提單號) 哪個櫃號link哪個HBL

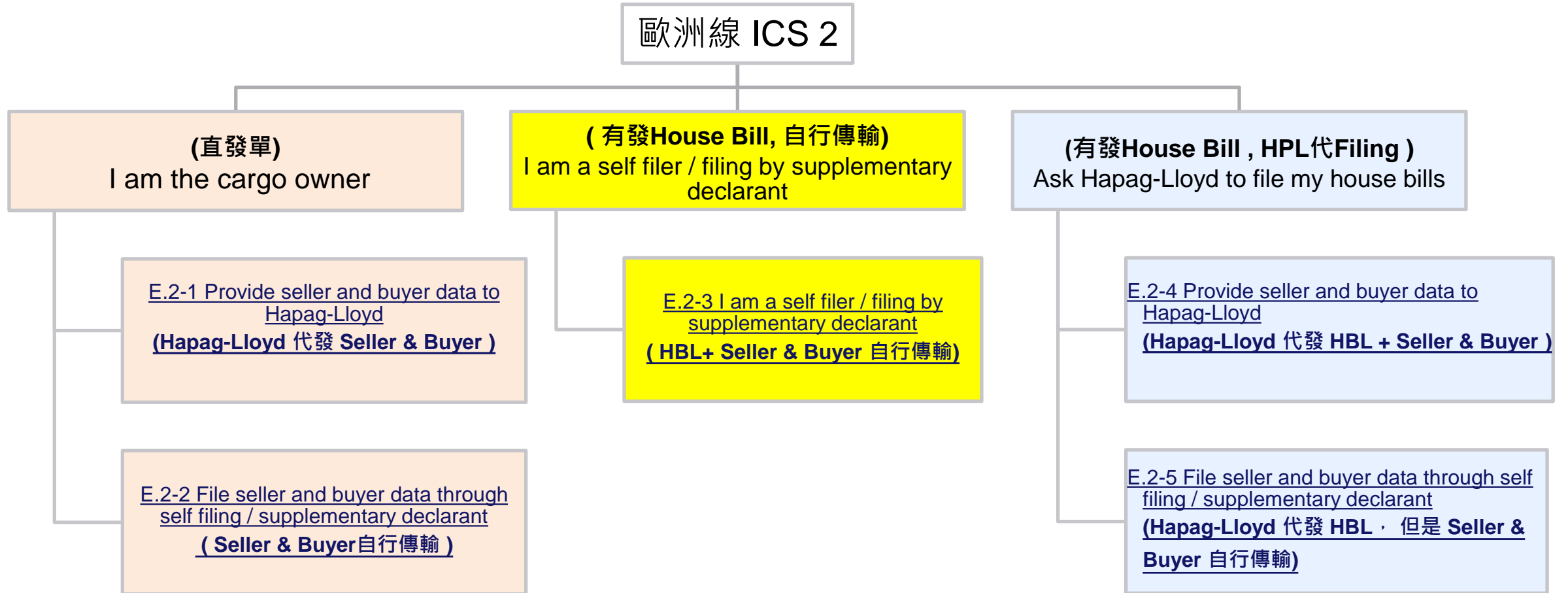
EX → HPL file HB : TEMU 1615659 link to HLCUTPE2415784AA

*** Use Shipper from above's first section Addresses & References 和 Use Consignee from above's first section Addresses & References 不要勾選**

E.2 Country Specific & Customs Requirements- 歐洲線 ICS2

- 先判斷類型 再填選相對應的傳輸內容
- SHIPPER/CNEE/Seller /Buyer / Real Shipper /Real Consignee 等在歐盟的公司，務必提供 EORI NO.
- Seller / Buyer / EORI NO./ 等資料，都不會顯示在提單上，若希望出現在提單上，請備註 Show : XXX
- 若出貨商品為化學品，請在 ECICS chemical Code 欄位填入資料 (Optional)

ECICS chemical Code (optional) ⓘ



E.2-1 歐洲線 ICS2 直發單 (Hapag-Lloyd 代發 Seller & Buyer)

EU Import Control System 2 filing

I am the cargo owner

1. Provide seller and buyer data to Hapag-Lloyd

File seller and buyer data through self filing / supplementary declarant

I am a self filer / filing by supplementary declarant

Ask Hapag-Lloyd to file my house bills

2.

Seller

Buyer

TAX ID of Seller

不需要在此輸入TAX ID

TAX ID of Buyer

不需要在此輸入TAX ID

EORI No. of Seller

EORI No. of Buyer

UCR Number

3.

Additional EORI Numbers

EORI No. of Consignee ⓘ

EORI No. of Shipper

EORI No. of Freight Forwarder

EORI No. of Notify

EORI No. of Manufacturer

EORI No. of Warehouse Keeper

EORI No. of Consolidator

1.

- Provide seller and buyer data to Hapag-Lloyd (Hapag-Lloyd 代發 Seller & Buyer)

2.

- 填入 Seller & Buyer 完整資訊
- Seller & Buyer 資訊太多 請接* 放 Comment
- Seller & Buyer 若在歐盟 務必提供 EORI NO.

3.

- Additional EORI numbers:
Master Bill 的SHIPPER /CNEE/NOTIFY 若在歐盟務必提供 EORI NO.

P.S.

- 其餘(UCR NO. / EORI NO.) 有提供都會一併傳輸

E.2-2 歐洲線 ICS2 直發單 (Seller & Buyer自行傳輸)

References

EU Import Control System 2 filing

I am the cargo owner

Provide seller and buyer data to Hapag-Lloyd

1. File seller and buyer data through self filing / supplementary declarant

I am a self filer / filing by supplementary declarant

Ask Hapag-Lloyd to file my house bills

2. EORI No. Self Filer/Supplem. Declarant

UCR Number

3. Additional EORI Numbers

EORI No. of Consignee ⓘ

EORI No. of Shipper

EORI No. of Freight Forwarder

EORI No. of Notify

EORI No. of Manufacturer

EORI No. of Warehouse Keeper

EORI No. of Consolidator

1.

- File seller and buyer data through self filing / supplementary declarant (**Seller & Buyer自行傳輸**)

2.

- 填入 Self Filer EORI NO.

3.

- Additional EORI numbers:
Master Bill 的SHIPPER /CNEE/NOTIFY 若在歐盟務必提供 EORI NO.

P.S.

- 其餘(UCR NO./ EORI NO.) 有提供都會一併傳輸

E.2-3 歐洲線 ICS2 Self flier (有發House Bill, 自行傳輸 HBL +Seller & Buyer)

References
EU Import Control System 2 filing

I am the cargo owner

1. I am a self filer / filing by supplementary declarant

Ask Hapag-Lloyd to file my house bills

2. EORI No. Self Filer/Supplem. Declarant UCR Number

3. **Additional EORI Numbers**

EORI No. for Consignee EORI No. for Shipper

EORI No. for Freight Forwarder EORI No. for Notifier

EORI No. for Manufacturer EORI No. for Warehouse Keeper

EORI No. for Consolidator

1.

- I am a self filer / filing by supplementary declarant (自行傳輸)

2.

- 填入Self Filer 的EORI NO.

3.

- Additional EORI numbers:
Master Bill 的SHIPPER /CNEE/NOTIFY 若在歐盟務必提供 EORI NO.

P.S.

- 其餘(UCR NO. / EORI NO.) 有提供都會一併傳輸

E.2-4 歐洲線 ICS2 (有發House Bill, Hapag-Lloyd 代發 HBL + Seller & Buyer)

References

EU Import Control System 2 filing

- I am the cargo owner
- I am a self filer / filing by supplementary declarant
- Ask Hapag-Lloyd to file my house bills

1. Provide seller and buyer data to Hapag-Lloyd

File seller and buyer data through self filing / supplementary declarant

UCR Number

Additional EORI Numbers

EORI No. of Consignee

EORI No. of Freight Forwarder

EORI No. of Manufacturer

EORI No. of Consolidator

EORI No. of Shipper

EORI No. of Notify

EORI No. of Warehouse

House Bill 1

3. True Shipper Ultimate Consignee

TAX ID of True Shipper 不需要在此輸入 TAX ID

TAX ID of Ultimate Consignee 不需要在此輸入 TAX ID

EORI No. of True Shipper

EORI No. of Ultimate Consignee

Use Shipper from above's first section Addresses & References Use Consignee from above's first section Addresses & References

4. Seller Buyer

TAX ID of Seller 不需要在此輸入 TAX ID

TAX ID of Buyer 不需要在此輸入 TAX ID

EORI No. of Seller

EORI No. of Buyer

5. Choose the Cargo Items that should be included into House BL above

Select all Cargo Items

- Cargo Item 1 of SEGU 2813734
- Cargo Item 2 of SEGU 2813734
- Cargo Item 1 of SEGU 5671016
- Cargo Item 2 of SEGU 5671016

1.

- Provide seller and buyer data to Hapag-Lloyd (Hapag-Lloyd 代發 HBL + Seller & Buyer)

2.

- Additional EORI numbers: Master Bill 的 SHIPPER / CNEE / NOTIFY 若在歐盟務必提供 EORI NO.

3.

- 填入 HBL- SHIPPER & CNEE 資訊
- HBL SHIPPER / CNEE 資訊太多 請接* 放 Comment
- HBL SHIPPER / CNEE 若在歐盟務必提供 EORI NO.

4.

- 填入 Seller & Buyer 資訊
- Seller & Buyer 資訊太多 請接* 放 Comment
- Seller & Buyer 若在歐盟 務必提供 EORI NO.

5.

- 點選對應當票 HBL 的 Cargo Item

6.

- Comment 地方打上: HPL file HB: (訂艙確認書上的 HB 提單號)
EX → HPL file HB: HLCUTPE2415784AA

*** 若有多套 HBL 請參考 P.52

* Use Shipper from above's first section Addresses & References 和 Use Consignee from above's first section Addresses & References 不要勾選

E.2-5 歐洲線 ICS2 (有發House Bill, Hapag-Lloyd 代發 HBL, 但是 Seller & Buyer 自行傳輸)

References

EU Import Control System 2 filing

I am the cargo owner

I am a self filer / filing by supplementary declarant

Ask Hapag-Lloyd to file my house bills

Provide seller and buyer data to Hapag-Lloyd

1. File seller and buyer data through self filing / supplementary declarant

UCR Number

Additional EORI Numbers

EORI No. of Consignee **2.**

EORI No. of Shipper

EORI No. of Freight Forwarder

EORI No. of Notify

EORI No. of Manufacturer

EORI No. of Warehouse Keeper

EORI No. of Consolidator

3. House Bill 1

True Shipper

Ultimate Consignee

TAX ID of True Shipper

不需要在此輸入TAX ID

TAX ID of Ultimate Consignee

不需要在此輸入TAX ID

EORI No. of True Shipper

EORI No. of Ultimate Consignee

Use Shipper from above's first section Addresses & References

Use Consignee from above's first section Addresses & References

4. EORI No. Declarant of Seller and Buyer

5. Choose the Cargo Items that should be included into House BL above

Select all Cargo Items

Cargo Item 1 of SEGU 2813734

Cargo Item 2 of SEGU 2813734

Cargo Item 1 of SEGU 5671016

Cargo Item 2 of SEGU 5671016

Add House Bill

*** Use Shipper from above's first section Addresses & References and Use Consignee from above's first section Addresses & References 不要勾選**

1.
 - File seller and buyer data through self filing / supplementary declarant (Hapag-Lloyd 代發 HBL, 但是 Seller & Buyer 自行傳輸)
2.
 - Additional EORI numbers: Master Bill 的 SHIPPER / CNEE / NOTIFY 若在歐盟務必提供 EORI NO.
3.
 - 填入 HBL- SHIPPER & CNEE 資訊
 - HBL SHIPPER / CNEE 資訊太多 請接* 放 Comment
 - HBL SHIPPER / CNEE 若在歐盟務必提供 EORI NO.
4.
 - 填入 EORI No. Declarant of Seller and Buyer
5.
 - 點選對應當票 HBL 的 Cargo Item
6.
 - Comment 地方打上: HPL file HB: (訂艙確認書上的 HB 提單號)
EX → HPL file HB: HLCUTPE2415784AA

***** 若有多套 HBL 請參考 P.52**

歐洲線 ICS2 (Hapag-Lloyd 代發 多套 HBL)

House Bill 1

True Shipper

Ultimate Consignee

TAX ID for True Shipper

TAX ID for Ultimate Consignee

不需要在此輸入 TAX ID **不需要在此輸入 TAX ID**

Use Shipper from above's first section Addresses & References

Use Consignee from above's first section Addresses & References

Choose the Cargo Items that should be included into House BL above

Select all Cargo Items

- Cargo Item 1 of BGBU 4701711
- Cargo Item 1 of BGBU 4742177
- Cargo Item 1 of BGBU 5025294
- Cargo Item 1 of BGBU 5028550
- Cargo Item 1 of BGBU 5030789
- Cargo Item 1 of BGBU 5037628
- Cargo Item 1 of BGBU 5058410
- Cargo Item 1 of BGBU 5068742
- Cargo Item 1 of BGBU 5083876
- Cargo Item 1 of BGBU 5097463
- Cargo Item 1 of BGBU 5126176
- Cargo Item 1 of BGBU 5155066

Add House Bill

- 如果是 1 套 MBL 需要拆分N套 HBL , 請先把第1套HBL完成並點選相對應的 Cargo Item
- 點選 “Add House Bill ” 新增第2套HBL , 後續依此類推
- 最後在 Comment 欄位 補上:
HPL file HB: (訂艙確認書上的HB提單號) 哪個櫃號link哪個HBL

EX → HPL file HB : TEMU 1615659 link to HLCUTPE2415784AA

*** Use Shipper from above's first section Addresses & References 和 Use Consignee from above's first section Addresses & References 不要勾選**

Thank You

