

Handbook 2.5 – Booking Confirmation

1.如何在线查看并打印订舱确认件? ---P2



Updated on Jun 2022

Classification: Public

> 如何在线查看并打印订舱确认件

1. 登陆 www.maersk.com 后, 在菜单栏中找到 “管理”

The screenshot shows the Maersk website dashboard. At the top, the Maersk logo is on the left, followed by navigation links: 价格 (Price), 订舱 (Booking), 跟踪 (Tracking), 船期 (Ship Schedule), 物流解决方案 (Logistics Solutions), and 管理 (Management). The '管理' (Management) link is circled in red with a red '1.' next to it. On the right side of the header, there is a user profile 'ZH_HANS', a search icon, a user icon, and a menu icon.

The main content area features a '欢迎来到您的 Hub' (Welcome to your Hub) message with a 'Customise' button. Below this is a '仓储和配送' (Warehousing and Distribution) section with a '联系我们' (Contact Us) button. To the right, there are two summary cards: '未完成任务' (Unfinished Tasks) and '货运概览' (Freight Overview). The '未完成任务' card shows 0 tasks and includes buttons for '提交提单补料' (Submit Bill of Lading Supplement) and '查看未完成任务' (View Unfinished Tasks). The '货运概览' card shows 0 orders and includes buttons for '即将离港' (Departing Soon) and '即将到港' (Arriving Soon), with a '查看所有货物' (View All Cargo) button.

At the bottom, there is a search bar with the text '尝试搜索船舶、国家/地区、集装箱堆场、港口或当地办事处' (Try searching for ships, countries/regions, container yards, ports or local offices). Below the search bar is a map with a search box and a '在地图上显示' (Show on map) button. A tooltip on the map says '使用“在地图上显示”查看我们的所有位置。' (Use 'Show on map' to view all our locations.).

2. 在管理的下拉菜单中点击 “货运概览 – 出口”

The screenshot displays the Maersk Hub management interface. At the top, the Maersk logo is on the left, and navigation links for '价格' (Price), '订舱' (Booking), '跟踪' (Tracking), '船期' (Ship Schedule), and '物流解决方案' (Logistics Solutions) are in the center. On the right, there are user-related elements: 'ZH-HANS', a search icon, a user profile icon, and a menu icon. A dropdown menu is open under the '管理' (Management) tab, listing various options. The option '货物概览-出口' (Export Overview) is highlighted with a red circle and a red '2.' next to it. Other options in the menu include 'Hub', '货物概览-进口' (Import Overview), '所有进口货物' (All Import Goods), 'MyCustoms' (marked as 'New'), 'MyFinance', 'Captain Peter™', '付款人常用说明' (Payee Common Instructions), '申请安全文书' (Apply for Safety Documents), '个案管理' (Case Management), and 'Maersk Flow'. On the left side of the interface, there is a sidebar with navigation options: '平台主页' (Platform Home), '出口概述' (Export Overview), '进口概述' (Import Overview), '任务' (Tasks), 'MyCustoms', and 'MyFinance'. The main content area features a large banner for '仓储和配送' (Warehousing and Distribution) with a sub-header '欢迎来到您的 Hub' (Welcome to your Hub) and a '联系我们' (Contact Us) button. On the right, there is a search bar for '提单或集装箱编号' (Bill of Lading or Container Number) with a '货物追踪' (Cargo Tracking) button, and a section for '未来 7 天的订单' (Orders for the next 7 days) showing '即将离港' (Departing) and '即将到港' (Arriving) counts, with a '查看所有货物' (View All Cargo) button.

3. 然后就会进入 出口货物概览 的界面

在方框中录入你的订舱号并点击“搜索”

出口货物概览

全部 待办事项 Maersk待办事项 预计到港时间变更 出口报关

21XXXXXXX

搜索

确认

已保存的筛选项

显示高级选项

订舱号码	从 (城市, 国家/地区)	到 (城市, 国家/地区)	船名	订舱方参考号	货物详情
21 9	 Qingdao, 37, CN On Apr 30 出发地 Qingdao, 37, CN	 Algeciras, ES On Jun 01 目的地 Algeciras, ES	MOGENS MAERSK 船旗: DK, 建立: 2014		Furniture, nos in1x 40ft Dry

4. 接着就会进入该票订舱号 **货物信息集** 的界面，

点击 **单证** 再点击 **Booking Confirmation** 即可打开PDF格式的订舱确认件并进行打印。

◀ 返回总预览

离泊 on 30 Apr 2022

即将到达 on 01 Jun 2022

Furniture, nos

货物活页 2178

Qingdao, 37, CN

Algeciras, ES

1 x 40ft Dry

概览

4. **单证**

集装箱

费率

记录

附加服务

单证明细 2178

文件名 **5.**

创建日期

状态

Booking Confirmation

14 Apr 2022 15:34 (local time)

Booking confirmation available for 2178

提单样本

24 Apr 2022 15:31 (local time)

已确认 on 06 May 2022 16:42 (local time)

查看海运单

06 May 2022 16:43 (local time)

运输文件被建立

更改提单

查看提单副本

06 May 2022 16:43 (local time)

Customs Reference number Decl Sumaria: 11312509879

点击 “booking confirmation” 可打开PDF格式的订舱确认件

请务必在30天内打印。

I Bandera: DK DENMARK

Numero de Partida: 11195

Carrier Seal

CN3076039

自动出口系统(AES)编号

您在此阶段不允许增加/编辑AES参考号