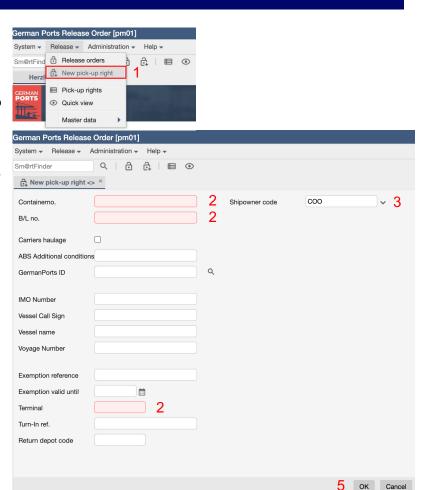
Information Sheet



How to create a new pick-up right

Login to your account via the German Ports Web Portal:

- Navigate to "Release" and select "New pick-up right". A new tab titled "New pick-up right" will appear, displaying several data fields.
- Fill in all mandatory fields, clearly highlighted in red: Container number, Bill of Lading number and Terminal
- Additionally, you must select your own (carrier) code from the drop-down field "Shipowner".
- 4. After filling out the mandatory fields, you may enter additional details for the pick-up right in the white fields.
- Lastly, save your entry by clicking the 'OK' button.



Editing of Pick-up rights German Ports Release Order [pm01] Login to your account via the German Ports Web Portal: Release ▼ Administration ▼ Help ▼ Sm@rtFind ⊕ Release orders 1 ⊕ ⊕ □ Navigate to "Release" and select "Release orders". A new tab titled New pick-up right "Release orders" will appear, displaying several previously created ■ Pick-up rights release orders. Quick view Right click on the individual (or multiple) selected release order(s) to Edit release order <TESTCON12345/TESTCON...> A new pop-up window will open where you can edit the fields "Return Turn-In ref depot code" and "Turn-In ref." Alternatively, you can edit an existing release order by creating a new OK Cancel one with identical mandatory fields, effectively overwriting the previous entry. German Ports Release Order [pm01] System Release Administration Help Help The system Help The system The syste Log C Update Sm@rtFinder Q | ∂ ∂ | ■ ⊙ Q Search fo Release orders [1] * Pick-up rights [1] * ⇔ Print Expor C Q ▼ | 合 田 ▼ | ≣ | → | 線 ▼ | 合 合 | Actions ▼ ■ Select all Rows/Des l⇔l Resize Columns Containerno. Exemption reference Termi Display row as text Recipient phone - Status B/L no. Recipient code Recipient name TESTCON12345 Table settings FI765432100000000 TESTCON12345 TESTCON12345 ✓ Released CTD Close

