

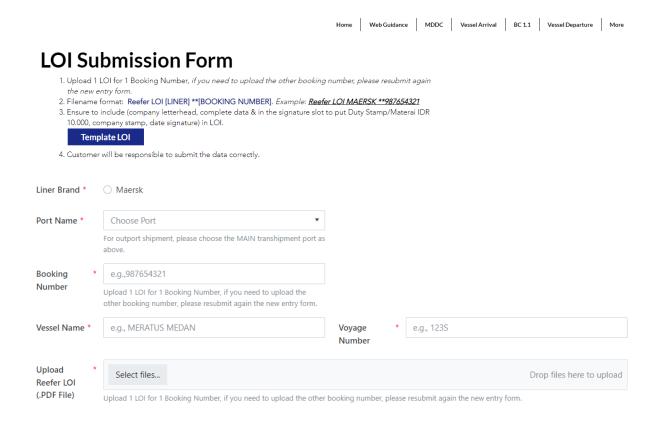
How to Submit LOI Reefer

Dear Valued Customer,

We at Maersk constantly strive to improve our service to our customers. To offer more ease in doing business, and enhancing better customer experience by submitting LOI Reefer directly via Sharepoint. It is recommended to submit LOI Reefer before timeline ETD-3 for all Main Port.

STEP #1

Click to LOI Reefer Submission Form | Mysite (ecommaerskid.wixsite.com)



STEP #2

Please follow below guidance on how to fill the Form:

- 1. Choose Brand
- 2. Fill Port Name, Booking Number, Vessel Name, Voyage Number
- Upload Reefer LOI only *PDF* file (Please refer to information stated on *LOI Submission Form* as above)



STEP #3

Fill Customer's Contact:

- 1. PIC Name
- 2. Phone number
- 3. Email Contact

C			
Cust	omer	's Cont	cact

PIC Name *		Phone * Number	0811111111111
Email contact *	e.g., abcdef@mail.com		
	the entail will receive the notification receipt		

STEP #4 Click Submit

There will be pop up message as below once LOI Reefer submitted and Auto Notification Mail will also send to your side as confirmation that we have received document.

Thank you for submitting the LOI Reefer. The stated email in the form will receive notification receipt in couple of minutes.

LOI Reefer Submission Form

Should you have any concerns or questions, please do not hesitate to reach us:

E-MAIL ⊠ id.export@maersk.com for export enquiries,	PHONE 28	+6221 50939470 (JKT/SUB). Toll Free 0018030160021 (Indosat) / 0078030160021 (PT Telkom & XL)
<u>id.import@maersk.com</u> for import enquiries, <u>sales.support@maersk.com</u> for sales matters.	CHAT 🖳	click <u>here</u> for guideline
<u>successupporte macronicom</u> for succes maccers.	WEB PAGE 1	Indonesia Local Information Page and Global Information Page

We want to thank you for your business and look forward to continuously serving your global transportation needs.

Best Regards, Maersk Indonesia