

How to Submit Booking Revision (Split Booking) via www.Maersk.com

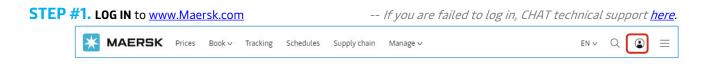
Easily & seamlessly

Dear Valued Customer,

We at Maersk constantly strive to improve our service to our customers. You can do Booking Revision (Split Booking) directly from website. Please also be inform that **SPLIT BOOKING web option request is NOT APPLICABLE for SPOT BOOKINGS.**

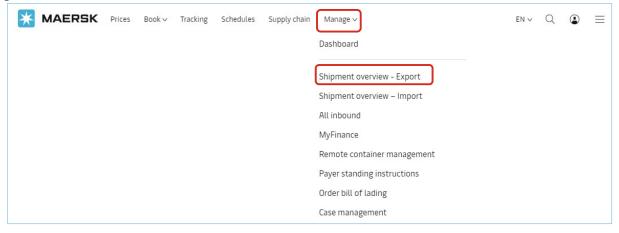
Step-by-step guide

Start Submit / Amend Booking Revision (Split Booking)



STEP #2

After login, click "MANAGE" then "SHIPMENT OVERVIEW - EXPORT"





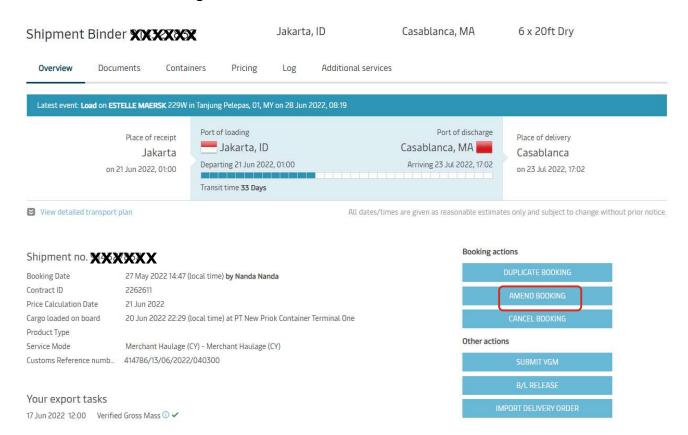
STEP #3. Click "all" and Insert Booking number on below red column, then Click SEARCH

Shipment Overview - Export

All	Pending tasks	Awaiting Maersk	ETA changes	Export customs			
Shipment,	B/L, Container no.	SEARCH			Confirmed	SAVED FILTERS 🔻	SHOW ADVANCED OPTIONS

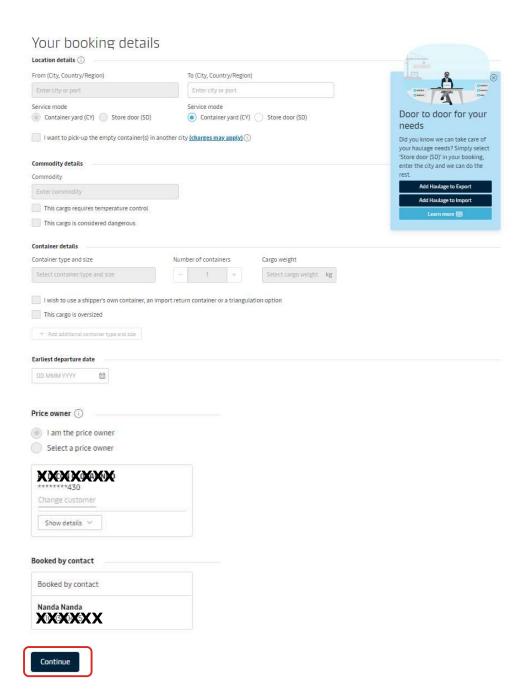
This will open Shipment Binder page which shows all details of that particular shipment.

STEP #4. Click Amend Booking





STEP #5. Click on **Continue** on the first page of booking amendment.





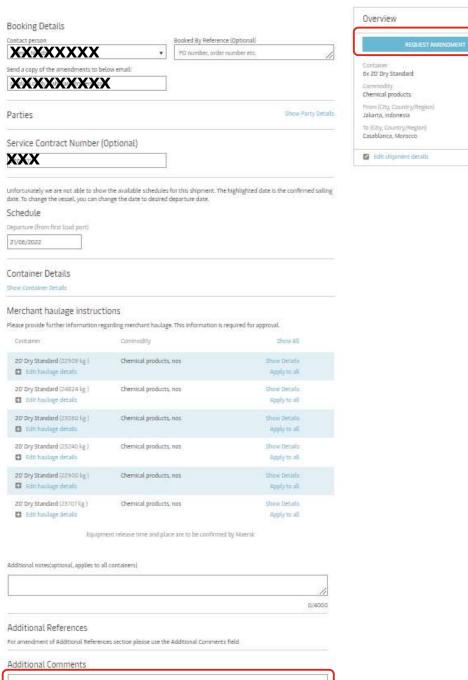
STEP #6. On the second page of booking amendment, there is a box for **Additional Comments** at the bottom, please input your booking split request in that box without using any special character.

> 40'hc should be written as 40hc only

Amendment Request XXXXXXXXX

> SPLIT BOOKING web option request is NOT APPLICABLE for SPOT BOOKINGS

In the case of amendment requirement on Spot booking to and from the United States & other FMC regulated countries, a cancellation and new booking is currently required. By proceeding with this amendment request of the booking via our website, you agree to accept the Terms and Conditions provided on the date of original Spot booking confirmation. Booking Details Contact person Booked By Reference (Optional) REQUEST AVENUMENT



Classification: Public



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

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E-MAIL ⊠ id.export@maersk.com for export enquiries,	CHAT 🖳	AT 🗕 click <u>here</u> for guideline	
id.import@maersk.com for import enquiries, idsales.support@maersk.com for sales matters.	WEB PAGE ⁴ੈ	Indonesia Local Information Page; Global Information Page; Simple Guideline Complete Guideline	

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

Best Regards, Maersk Indonesia