# How to Request Bill of Lading Release via www.Maersk.com

Request for Issue to Other Party – Draft BL / Verify Copy, Final Waybill, Final Original BL & Request for Electronic Cargo Release (Telex Release) – Final Original Bill of Lading

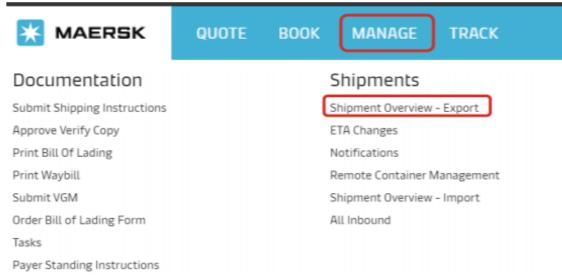
### STEP #1

#### LOG IN to www.Maersk.com.

https://www.maersk.com/					~ 🚔 Ĉ Search	J
MAERSK	QUOTE	воок	MANAGE	TRACK	i Support 👩 English 🛞 Login / Register 🔞 Settin	gs
					SOLUTIONS SCHEDULES GLOBAL PRESENCE LOCAL INFORMATION	٩

#### STEP #2

#### Click "MANAGE" then choose "SHIPMENT OVERVIEW - EXPORT"



#### MyFinance

Make payments electronically and view your invoices and accounts

GO TO MYFINANCE



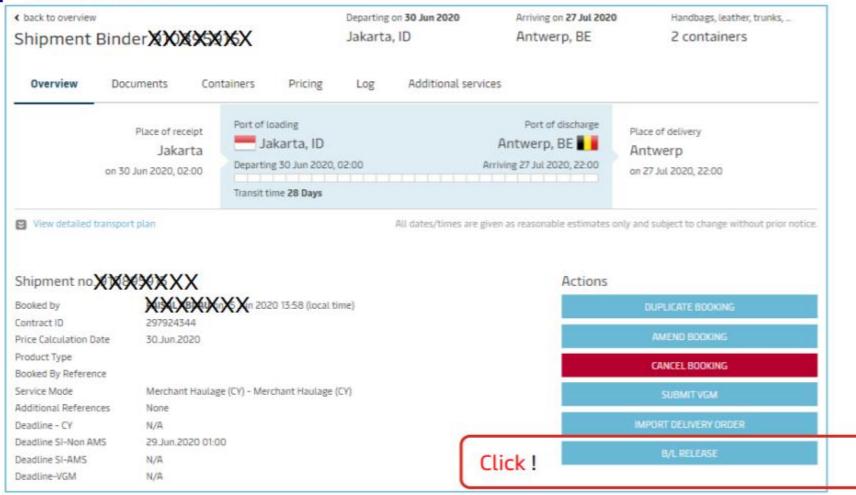


Choose/Search the Shipment Number

Shipment Overview - Export					
All Pendin	ng tasks Awaiting Maersk	ETA changes Export cust	oms		
Shipment, B/L, Container no. SEARCH SAVED FILTERS • SHOW ADVANCED OPTIONS					
Shipment no.	From (City, Country/Region)	To (City, Country/Region)	Vessel	Booked By Ref	Cargo
910895915	🚍 Jakarta, ID On Jun 30 departing from Jakarta, ID	Antwerp, BE On Jul 27 arriving at Antwerp, BE	RIO CADIZ Flag: LR, Built: 2008		Handbags, leather, trunks, suitc in2× containers
203377063	🚍 Jakarta, ID On Jun 19 departing from Jakarta, ID	E Conklin, NY, US On Aug 08 arriving at Newark, NJ, US	ALS JUPITER Flag: SG, Built: 2010		Footwear, new, apparel in1× 40ft Dry
203377028	🚍 Jakarta, ID On Jun 19 departing from Jakarta, ID	E Conklin, NY, US On Aug 08 arriving at Newark, NJ, US	ALS JUPITER Flag: SG, Built: 2010		Footwear, new, apparel in1× 40ft Dry
203364908	🚍 Jakarta, ID On Jun 30 departing from Jakarta, ID	Antwerp, BE On Jul 27 arriving at Antwerp, BE	RIO CADIZ Flag: LR, Built: 2008		Handbags, leather, trunks, suitc in1* 40ft Dry
910901270	🚍 Jakarta, ID On Jun 29 departing from Jakarta, ID	E Savannah, GA, US On Aug 07 arriving at Savannah, GA, US	GSL VINIA Flag: LR, Built: 2004		Garments, apparel, new in2× containers
201162117	Internet and ID	Mi Maurade M L UC	CEL VINIA		Cormonte onnoral nam



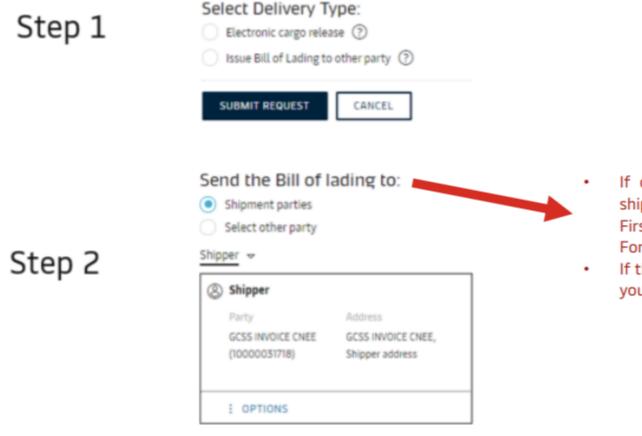
#### STEP #4 - Click "B/L RELEASE"





# **Request for Issue to Other Party – Draft BL / Verify Copy**

This request can be made after the Draft/Verify Copy is released & if the logged in customer is the Transport Document Receiver (TDR) – and valid both for Waybill and Original/Negotiable Bill of Lading



If one of following parties are already part of the shipment, you can select easily (Shipper, Consignee, First Notify Party, Additional Notify Party, Outward Forwarder, Inward Forwarder or Booked by party).

 If the company is not already included in the shipment, you can search & add the company as the TDR.



# Step 3

Send a copy of the release request to:

#### Email with information of the request will always be send ٠ Peter Hyllested@maersk.com to the logged in users email Send an additional copy to: . The new TDR can receive a copy of the request if you 0 update email address & copy will be send to this address 🕐 By making this request via our website, you warrant that the selected company will now be the lawful recipient of the goods. You further warrant that if the Bill of Lading has been printed by 👘 🛪 you, in accordance with a web printing agreement with Maeriak, any such hard copies of the Bill have been destroyed as per the terms of the web printing agreement, Read the disclaimer carefully "By making this request via SUBMIT REQUEST CANCEL our website, you warrant that the above company will now be the lawful recipient of the goods"

Click SUBMIT REQUEST



# **Request for Issue to Other Party – Final Waybill**

This request can be made after issue of the Final Waybill & if the logged in customer is the Transport Document Receiver (TDR).

C1 1	Select release type:           Image: Cargo Release is only available for negotiable/Original Bit of Lading This Bit of Lading is a Waybit/mon-negotiable         X						
Step 1							
	Electronic cargo release     Issue Bill of Lading to other party						
	SUBMIT REQUEST						
Step 2	Send the Bill of lading to: Shipment parties Select other party SELECT OTHER PARTY	<ul> <li>If one of following parties are already part of the shipment, you can select easily (Shipper, Consignee, First Notify Party, Additional Notify Party, Outward Forwarder, Inward Forwarder or Booked by party).</li> <li>If the company is not already included in the shipment, you can search &amp; add the company as the TDR.</li> </ul>					
Step 3	Send a copy of the release request to: Peter Hyllested@maersk.com Send an additional copy to: Tentor email address here	<ul> <li>Email with information of the request will always be send to the logged in users email</li> <li>The new TDR can receive a copy of the request if you update email address (copy will be send to this address)</li> </ul>					
	By insiding this request via our website, you wanted that the selected company will now you, in accordance with a web printing agreement with Mainsk, any such fixed copies of SUBMIT REQUEST     CANCEL	Read the disclaimer carefully " <i>By</i> making this request via our website, you warrant that the above company will now be the lawful recipient of the goods". Click <b>SUBMIT REQUEST</b>					



## **Request for Issue to Other Party – Final Original Bill of Lading**

This request can be made after issue of the Final Original Bill of Lading & if the logged in customer is the Transport Document Receiver (TDR), and the customer have signed the web print agreement.

Step 1	Select Delivery Type: Electronic cargo release ⑦ Issue Bill of Lading to other party ⑦ SUBMIT REQUEST CANCEL	
	Send the Bill of lading to: Shipment parties Select other party Shipper - Shipper -	ollowing parties are already part of the shipment, select easily (Shipper, Consignee, First Notify ditional Notify Party, Outward Forwarder, Inward r or Booked by party). apany is not already included in the shipment, you
Step 2	Shipper     Party     Address     GCSS INVOICE CNEE     GCSS INVOICE CNEE,     (10000031718)     Shipper address      E     OPTIONS	h & add the company as the TDR.
Step 3	Send a copy of the release request to: Peter:Hyllested@maersk.com Send an additional copy to: to the logg The new TE	n information of the request will always be send ged in users email DR can receive a copy of the request if you update ress (copy will be send to this address)
	the above company will now be the warrant, that if the bill of lading ha	aking this request via our website, you warrant that he lawful recipient of the goods and you further as been printed by you in accordance with a web y such hard copies of the bill has been destroyed as

**MAERSK** 

# **Request for Electronic Cargo Release (Telex Release) – Final OBL**

This request can be made after issue of the Final Original Bill of Lading & if the logged in customer is the Transport Document Receiver (TDR), and the customer have signed the web print agreement.

Step 1	SUBMIT REQUEST CANCEL	
Step 2	Select Delivery Type: Electronic cargo release ⑦ Issue Bill of Lading to other party ⑦ Consignee Party Address GCSS INVOICE CNEE GCSS INVOICE CNEE,	<ul> <li>The TDR can request the cargo to be released to the Consignee</li> <li>Following info will be shown "Electronic Cargo Release is not possible if your bill of lading is consigned as To order of a named party or To order of a Bank"</li> </ul>
	(10000031718) Consignee address  i OPTIONS  Send a copy of the release request to:  PeterHyllested@maersk.com	<ul> <li>Email with information of the request will always be send</li> </ul>
Step 3		<ul> <li>to the logged in users email</li> <li>The Consignee can receive a copy of the request if you update email address (copy will be send to this address)</li> </ul>
	SUBMIT REQUEST CANCEL Read the dis the above of warrant, the printing agr	claimer carefully " <i>By making this request via our website, you warrant that</i> company will now be the lawful recipient of the goods and you further at if the bill of lading has been printed by you in accordance with a web reement with Maersk, any such hard copies of the bill has been destroyed erms of the web printing agreement"

For Electronic Cargo Release, you need to settle the payment of Telex Fee & surrender the OBL + LOI first.

