

If your have incoming import shipment, you can assign the payer party for collect charges from the delivery order portal.

STEP 1: Login to maersk.com. In "Delivery order" widget input shipment number & click on Request.

★)そ Hub dashboard	Welcome to your H	UD 🖉 Customise	B/L or cont.	ainer no.	View details
■↑ Export overview		Outstanding to	asks	🛎 Shipment Ove	erview
<u>■↓</u> Import overview	We're looking	For vessel departing in next 7 days		Shipments in 7 days	
🗹 Tasks	to improve your Hub	C	7	11	77
MyCustoms	your ridb	5	Submit VGM	Departing	2/ Arriving
S MyFinance	We would appreciate your feedback in a short survey	instructions	Submit vom	Departing	Arriving
III Allocations	Survey				
m Captain Peter™		Viev	w outstanding tasks		View all shipments
D Support	Import Demurrage & Detention	Delivery Order Enter a Bill of Lading number to request the delivery order		Cocal Information Find local contacts and detailed shipping information for your origin or destination <u>Asia Pacific</u>	
«	Enter a bill of lading number to view detention and demurrage details				
	Enter B/L no. to search	-		Europe	

STEP 2: Click on option "Add payer details".

Other actions
Add payer details to charges Assign payer details for all the charges for this shipment
Add payer details



STEP 3: Select charges for which you want to specify Payer and click on Submit.

None selected Change / assig	n a payer to selected V Invoice reference (Optional) Enter reference for this shipment	
Charge types	Payer Details	Price
Collect charges		
Documentation fee - Destination	MAERSK LOGISTICS& SERVICES MALAYSIA SDN BHD- *******084 Update Payer	Not available
Terminal Handling Service - Destination	MAERSK LOGISTICS& SERVICES MALAYSIA SDN BHD- ******084 Update Payer	Not available
Container Protect Essential	MAERSK LOGISTICS& SERVICES MALAYSIA SDN BHD- *******084 Update Payer	Not available
Import Demurrage & Detention cl	harges	
Import Demurrage	MAERSK LOGISTICS& SERVICES MALAYSIA SDN BHD-*******084 Update Payer	Not available
Import Detention	MAERSK LOGISTICS& SERVICES MALAYSIA SDN BHD-*******084 Update Payer	Not available
① Please check that the payers for Impor	Demurrage & Detention is updated correctly.	
I agree to the Maersk <u>T&Cs</u> relevant *The price displayed is initial estimate for the Your invoice may contain additional local tax		

Once submitted Payer details are will now be processed. Invoice will be available in Myfinance.

Need more help?

Should you require further assistance, please do not hesitate to <u>contact us</u>.

