



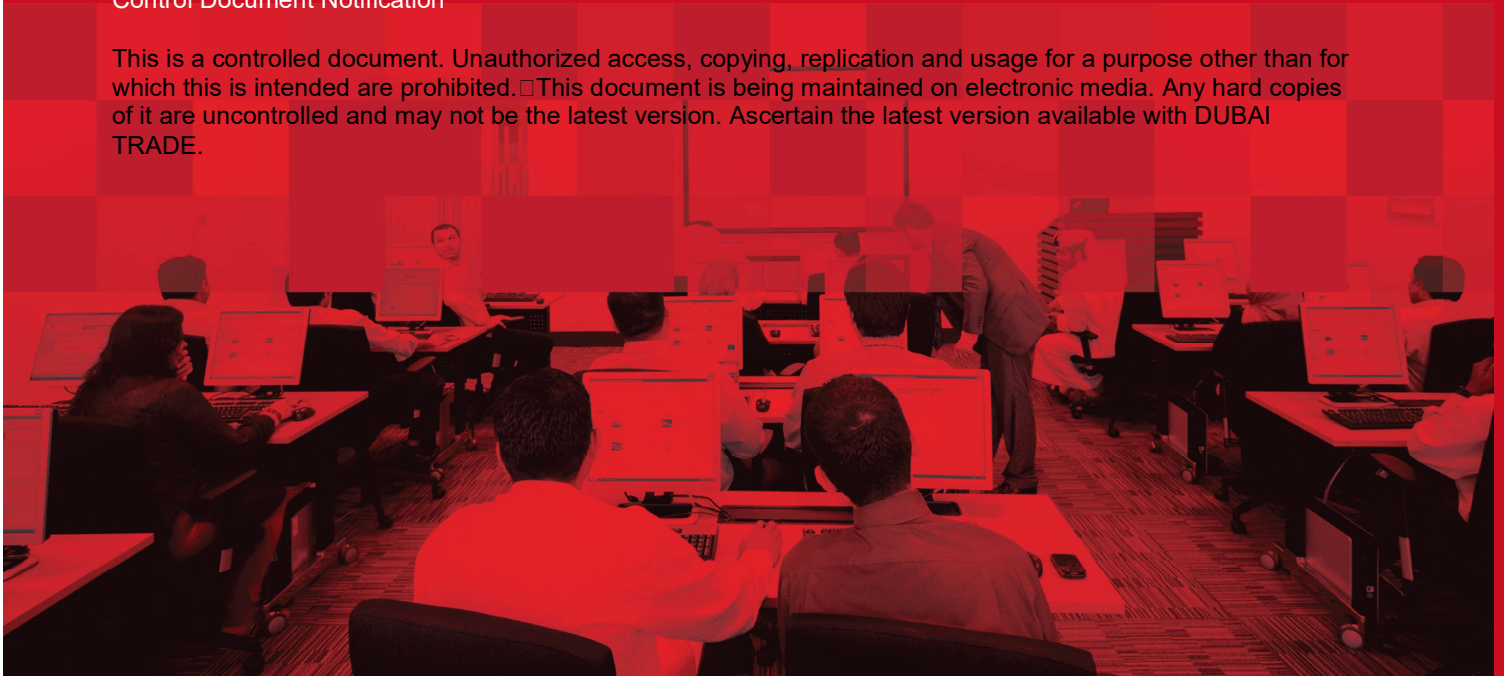
DP World Export Booking (GC) – Cancel User's Manual

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Export Booking (GC) – Cancel

DOCUMENT DETAILS

Document Information

Document Name	Export Booking (GC) – Cancel
Project Name	Export Booking (GC) – Cancel
Business Unit	DP World
Author(s)	DT Training Dept.
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Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

Export Booking (GC) – Cancel

This service enables Shipping Agents to cancel Export Bookings for General Cargo

Navigation:

1. Login to **Dubai Trade**
2. Go to **Cancel**
3. Then Go to **Export Booking Cancel (GC)**

The below screen will be displayed

Search Export Booking

*Agent BRN:

*Rotation No:

Vessel Name:

Status:

Exporter Name:

*From Date:

*To Date:

BOE No.:

Search **Reset**

Procedure:

1. Enter all required information of the Search criteria and click **Search**

Search Export Booking

*Agent BRN:

*Rotation No:

Vessel Name:

Status:

Exporter Name:

*From Date:

*To Date:

BOE No.:

Search **Reset**

NOTE: Enter maximum optional details for more accurate results

The below screen will be displayed

Export Booking List

Agent BRN	ETA	Vessel Name	Rotation No	Trade Type	Port of Destination	Direct Loading?	Status	Cargo Received Status	Action
TEST2503	15-Aug-2016 15:15	MAERSK DUBAI	800164	EXPORT	LUANDA	No	Approved	No	

Export Booking (GC) – Cancel

2. Click **Cancel**

Export Booking List

Agent BRN	ETA	Vessel Name	Rotation No	Trade Type	Port of Destination	Direct Loading?	Status	Cargo Received Status	Action
TEST2503	15-Aug-2016 15:15	MAERSK DUBAI	800164	EXPORT	LUANDA	No	Approved	No	Cancel

The below screen will be displayed with the booking details

**Cancel Export Booking**

Date of Request: 25-Mar-19 00:24

Agent BRN: TEST2503

Vessel Name: MAERSK DUBAI

Rotation No: 800164

ETA: 15-AUG-2016 15:15

C & F Agent:

Port of Loading: Jebel Ali

Port of Destination: LUANDA

Quantity: 100

Weight: 10.000 MT

Volume: 100.000 CBM

Remarks:

Trade Type: EXPORT

Exporter Name: SONY GULF FZE

Exporter Phone No:

Exporter Email:

Shipping Line:

Port of Discharge: LUANDA

Cargo Description: general

Location Name:

Status: Approved

* Cancellation Reason:

Packing/Vehicle List File : [1229.jpg](#)

General Cargo Items

No	Cargo Description	Pkg Type	Marks & Numbers	Quantity	Weight (MT)	Volume (CBM)	Direct Loading	Hazardous	CCM Status	Cargo Received Status	Action
1	General Cargo	Bags	123123	100	10.000	100.000	No	No	Pending	No	View

[Cancel Booking](#) [Close](#)

Export Booking (GC) – Cancel

3. Enter the **Cancellation Reason** and click **Cancel Booking**

 **Cancel Export Booking**

Date of Request: 25-Mar-19 00:24

Agent BRN: TEST2503

Vessel Name: MAERSK DUBAI

Rotation No: 800164

ETA: 15-AUG-2016 15:15

C & F Agent:

Port of Loading: Jebel Ali

Port of Destination: LUANDA

Quantity: 100

Weight: 10.000 MT

Volume: 100.000 CBM

Remarks:

Trade Type: EXPORT

Exporter Name: SONY GULF FZE

Exporter Phone No:

Exporter Email:

Shipping Line:

Port of Discharge: LUANDA

Cargo Description: general

Location Name:

Status: Approved

* Cancellation Reason:

Packing/Vehicle List File : [1229.jpg](#)

General Cargo Items

No	Cargo Description	Pkg Type	Marks & Numbers	Quantity	Weight (MT)	Volume (CBM)	Direct Loading	Hazardous	CCM Status	Cargo Received	Action Status
1	General Cargo	Bags	123123	100	10.000	100.000	No	No	Pending	No	View

 **Cancel Booking**

Close

The below confirmation page will be displayed

 **Cancel Export Booking**

The Export Booking with agent BRN: TEST2503 for Rotation No: 800164 is cancelled successfully.

 **Print**

 **Back to Cancel**

Export Booking (GC) – Cancel



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