

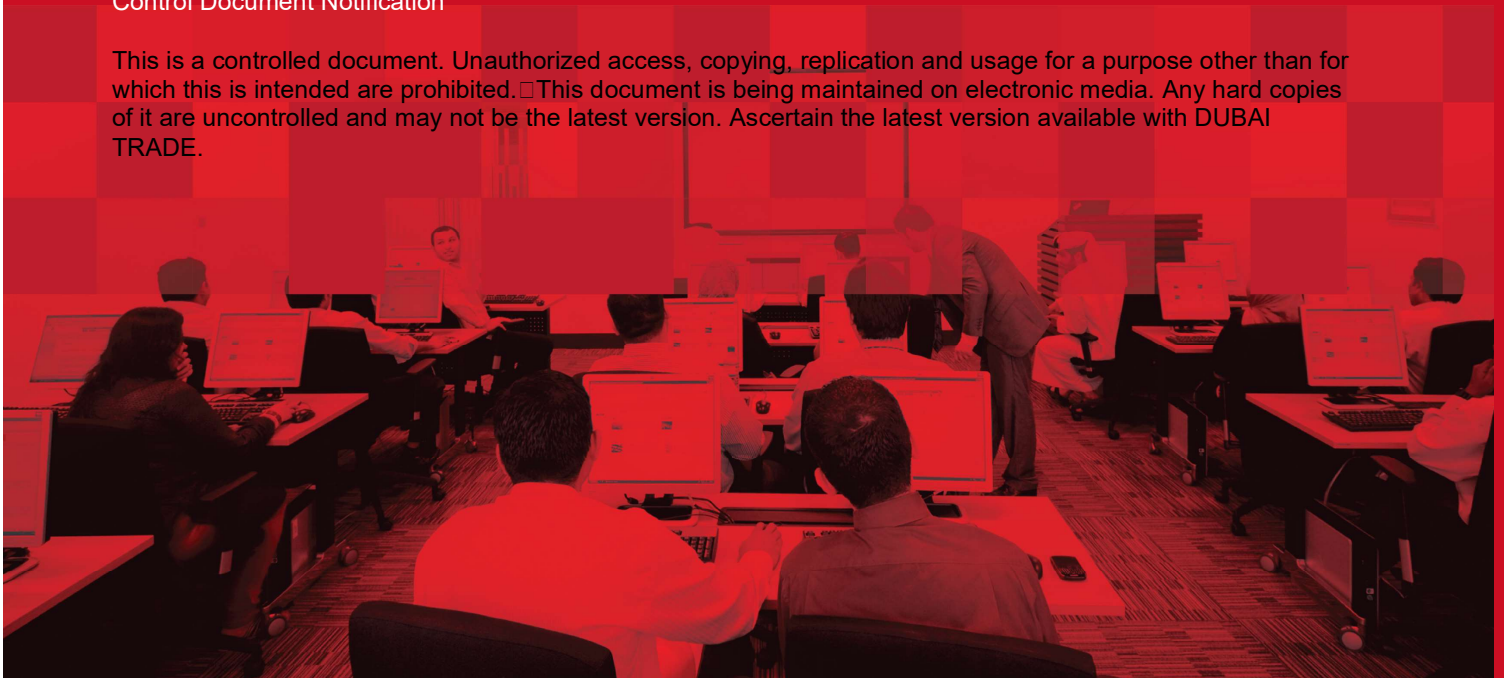
# DP World GC Gate Advice – Request User's Manual

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# GC Gate Advice – Request

## DOCUMENT DETAILS

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### Document Information

Document Name	GC Gate Advice – Request
Project Name	GC Gate Advice – Request
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	17 <sup>th</sup> Mar, 2019
Current Version	1.0

### Revision History

Version	Date	Author	Designation	Description of change

### Approval History

Version	Date	Name	Designation	Comments

### Distribution

Version	Location

# GC Gate Advice – Request

*This service enables users to create General Cargo Gate Advice to move the cargo IN/OUT of the General Cargo Section*

## Navigation:

1. Login to **Dubai Trade**
2. Go to **Request**
3. Then Go to **GC Gate Advice**

*The below screen will be displayed*



**GC Gate Advice**

Select Gate Advice Type:

- ☐ Import - General Cargo
- ☐ Import - RORO Cargo
- ☐ Import - Bulk Cargo
- ☐ Export - General Cargo
- ☐ Export - RORO Cargo
- ☐ Export - Bulk Cargo

## Procedure:

1. Select the **Gate Advice Type**

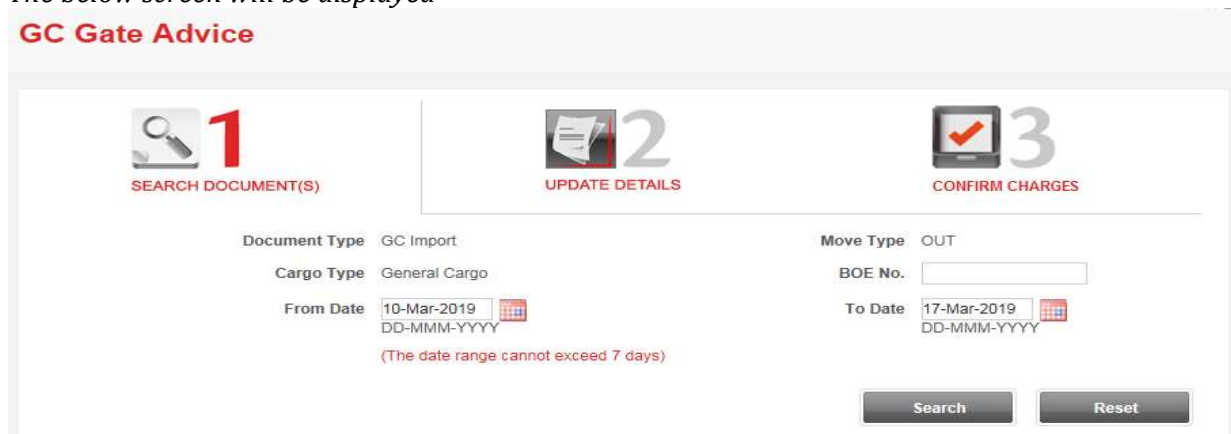


**GC Gate Advice**

Select Gate Advice Type:

- ☒ Import - General Cargo
- ☐ Import - RORO Cargo
- ☐ Import - Bulk Cargo
- ☐ Export - General Cargo
- ☐ Export - RORO Cargo
- ☐ Export - Bulk Cargo

*The below screen will be displayed*



**GC Gate Advice**

**1 SEARCH DOCUMENT(S)** **2 UPDATE DETAILS** **3 CONFIRM CHARGES**

Document Type: GC Import

Cargo Type: General Cargo

From Date: 10-Mar-2019 (DD-MMM-YYYY) (The date range cannot exceed 7 days)

Move Type: OUT

BOE No.

To Date: 17-Mar-2019 (DD-MMM-YYYY)


**Search** **Reset**

# GC Gate Advice – Request

2. Enter the **BOE (Bill of Entry OR Declaration) Number** and click **Search**

## GC Gate Advice

**1**  
SEARCH DOCUMENT(S)

**2**  
UPDATE DETAILS

**3**  
CONFIRM CHARGES

Document TypeGC Import

Cargo TypeGeneral Cargo

From Date10-Mar-2019  
DD-MMM-YYYY  
(The date range cannot exceed 7 days)

Move TypeOUT


BOE No.

To Date17-Mar-2019  
DD-MMM-YYYY

SearchReset

**NOTE:** From Date and To Date is mandatory in case you are not entering the Declaration Number

The Declaration details will be displayed below

 Complete all the inspection formalities before cargo delivery.

**Search Results**

<input type="checkbox"/>	BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status
<input type="checkbox"/>	101-25021902-19	BLGC391806	820096	MAERSK ABERDEEN	F7100	100	100	No	Approved


Displaying 1 - 1 of 1 record(s).

Add

**Selected Documents**

BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status	Action
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3. Checkmark the **Declaration Number** and click **Add**

 Complete all the inspection formalities before cargo delivery.

**Search Results**

<input type="checkbox"/>	BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status
<input checked="" type="checkbox"/>	101-25021902-19	BLGC391806	820096	MAERSK ABERDEEN	F7100	100	100	No	Approved

Displaying 1 - 1 of 1 record(s).

Add

**Selected Documents**

BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status	Action
---------	-------------	--------------	-------------	-----------	-----------	-------------	------	------------	--------

# GC Gate Advice – Request

*The Declaration will be selected below*



Complete all the inspection formalities before cargo delivery.

## Search Results

<input type="checkbox"/>	BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status
--------------------------	---------	-------------	--------------	-------------	-----------	-----------	-------------	------	------------

Add

## Selected Documents

BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status	Action
101-25021902-19	BLGC391806	820096	MAERSK ABERDEEN	F7100	100	100	No	Approved	Delete

Displaying 1 - 1 of 1 record(s).

Next

## 4. Click Next



Complete all the inspection formalities before cargo delivery.

## Search Results

<input type="checkbox"/>	BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status
--------------------------	---------	-------------	--------------	-------------	-----------	-----------	-------------	------	------------

Add

## Selected Documents

BOE No.	BOL/BRN No.	Rotation No.	Vessel Name	Consignee	Total Qty	Balance Qty	Hold	CCM Status	Action
101-25021902-19	BLGC391806	820096	MAERSK ABERDEEN	F7100	100	100	No	Approved	Delete

Displaying 1 - 1 of 1 record(s).

Next

## 5. Enter the Quantity



- One Gate Advice will be generated per vehicle.
- Gate Advice No. will be generated only after successful payment.
- Minimum Gate Advice quantity required is 1.

City Plate Number  
Vehicle No.:       
Select All Quantity: ☐

BOE No.: 101-25021902-19

BOL No.: BLGC391806

<input type="checkbox"/>	Cargo Description	Package Type	Delivery Mode	CCM Qty	Total Weight (MT)	Total Volume (CBM)	Balance Qty	Quantity	Vehicle No.	Action
									City Plate Number	
<input checked="" type="checkbox"/>	General Cargo	Packages	In-Direct	100	150	150	50	50	DXB A 54321	Add Vehicle

Previous

Next

**NOTE:** You can enter vehicle details and *Apply to selected* or *Apply to All* quantity

# GC Gate Advice – Request

## 6. Enter the Vehicle Number



- One Gate Advice will be generated per vehicle.
- Gate Advice No. will be generated only after successful payment.
- Minimum Gate Advice quantity required is 1.

City Plate Number  
Vehicle No.: -Select- -Select-     
Select All Quantity : ☐

BOE No.: 101-25021902-19

BOL No.: BLGC391806

	Cargo Description	Package Type	Delivery Mode	CCM Qty	Total Weight (MT)	Total Volume (CBM)	Balance Qty	Quantity	Vehicle No.			Action
									City	Plate	Number	
<input checked="" type="checkbox"/>	General Cargo	Packages	In-Direct	100	150	150	50	50	DXB	A	54321	<input type="button" value="Add Vehicle"/>

Previous

Next

**NOTE:** Another Vehicle can be added by clicking Add Vehicle

## 7. Click Next



- One Gate Advice will be generated per vehicle.
- Gate Advice No. will be generated only after successful payment.
- Minimum Gate Advice quantity required is 1.

City Plate Number  
Vehicle No.: -Select- -Select-     
Select All Quantity : ☐

BOE No.: 101-25021902-19

BOL No.: BLGC391806

	Cargo Description	Package Type	Delivery Mode	CCM Qty	Total Weight (MT)	Total Volume (CBM)	Balance Qty	Quantity	Vehicle No.			Action
									City	Plate	Number	
<input checked="" type="checkbox"/>	General Cargo	Packages	In-Direct	100	150	150	50	50	DXB	A	54321	<input type="button" value="Add Vehicle"/>

Previous

Next

## 8. Enter the Customer Reference Number (Optional), Select Mode of Payment then Click Confirm

## GC Gate Advice – Request

Gate Advice Details

Gate Advice for Vehicle No.: DXB A 54321

Advice Charge: 15 AED

BOE No.	BOL No.	Cargo Description	Package Type	Advice Qty
101-25021902-19	BLGC391806	General Cargo	Packages	50

Charge Summary

Vehicle No.	Advice Qty	Charge Description	Tariff Rate	Net Amount	VAT %	VAT Amount	Gross Amount
DXB A 54321	50	CARGO GATE PASS ISSUED FOR GENERAL CARGO	15.00	15.00	0	0.00	15.00
Total Amount(AED)							15.00

Customer Reference

Customer Reference No.:

Mode of Payment

☐ Invoice  
☐ e-Payment  
☒ Advance Deposit    Balance = 19336584.28 AED

Previous

Confirm

The below confirmation page will be displayed

Confirmation

Gate Advice created successfully.

GC Gate Advice

Transaction No.: 5000002171

Serial No.	Gate Advice No.	Vehicle No.
1	70012454	DXB A 54321

New Request

Print Receipt

Print Gate Advice

**New Request:** Create another GC Gate Advice

**Print Receipt:** Print the receipt of the Gate Advice Charges

**Print Gate Advice:** Print the Gate Advice details

**NOTE:** The gate advice validity is **48 Hours** from the time of Gate Advice Creation

**NOTE:** If the GC e-Payment was done until the current date the Gate Advice **WILL expire** at 11:59pm same day.

## GC Gate Advice – Request