DP World
Release Instruction – Request
User's Manual

Copyright Information

Control Document Notification

Release Instruction – Request

DOCUMENT DETAILS

Document Information

Document Name	Release Instruction – Request
Project Name	Release Instruction – Request
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	15th Mar, 2021
Current Version	2.0

Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

Release Instruction – Request

This service enables Shipping Agent to release their container hold instructions submitted to DP World.

Navigation:

1. Login to **Dubai Trade**

2. Go to **Request**

3. Then Go to **Release Instruction**

The below screen will be displayed

Container Release Instruction

Search By

*Container No	Line Code	Container Status	Container Category
ENTER INPUT TEXT	Enter Input Text	Please Select	Please Select

Search   Reset

Procedure:

1. Enter **Container Number** and click **Search**

Container Release Instruction

Search By

*Container No	Line Code	Container Status	Container Category
ENTER INPUT TEXT	Enter Input Text	Please Select	Please Select

Search   Reset

NOTE: *Enter maximum details for more accurate results*

The details will be displayed

Container Release Instruction

Search By

*Container No	Line Code	Container Status	Container Category
RASH522504 [7]	MSK· LINE	Empty	Import

Search   Reset

Results

Hold Ref	Container No	Date	Hold Reason	Valid From Date	Valid To Date	Hold When	Hold Action	Action	Active
TEST040821	RASH522504	08-Apr-21 10:01	DETENTION CHARGES NOT PAID TO THE SHIPPING AGENTS	08-Apr-21 10:01	11-Apr-21 09:51	When From Town	Stop going to Town	Agent	Release

View 1 - 1 of 1

Release Instruction – Request

2. Click **Release**

Container Release Instruction

Search By

* Container No	Line Code	Container Status	Container Category
RASH522504 [7]	MSK-MAERSK LINE	Empty	Import

Search   Reset

Results

Hold Ref	Container No	Date	Hold Reason	Valid From Date	Valid To Date	Hold When	Hold Action	Action	Active
TEST040821	RASH522504	08-Apr-21 10:01	DETENTION CHARGES NOT PAID TO THE SHIPPING AGENTS	08-Apr-21 10:01	11-Apr-21 09:51	When From Town	Stop going to Town	Agent	Release

View 1 - 1 of 1

3. Enter the **Release From Date**, **Release Reason** and click **Save**

Container Release Instruction

Container No	* Release From Date	* Release Reason
RASH522504	08-Apr-21 10:57	Enter Input Text

Save   Back

The below confirmation will be displayed

✅ **Container has been released successfully.**

موانئ دبي العالمية
DP WORLD

Container No : RASH522504
Hold Ref : TEST040821
Release From Date : 08-Apr-21 10:57

Print   Home   Notification

Print: *Print the Release Instruction details*
Notify: *Send email Notification of the Release Instruction details*

Release Instruction – Request

Release Instruction – Request