

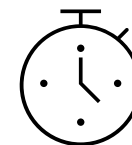


MYMSC.COM
ONLINE DRAFT BL
在线提单样本 - 用户指引

2023- June



使用 **myMSC** 在线提单样本工具，您可实现在线预览、修改和确认提单 (Draft BL)。



24/7 Availability
随时访问您的提单样本



No need to pre-register
无需在 myMSC 预先注册



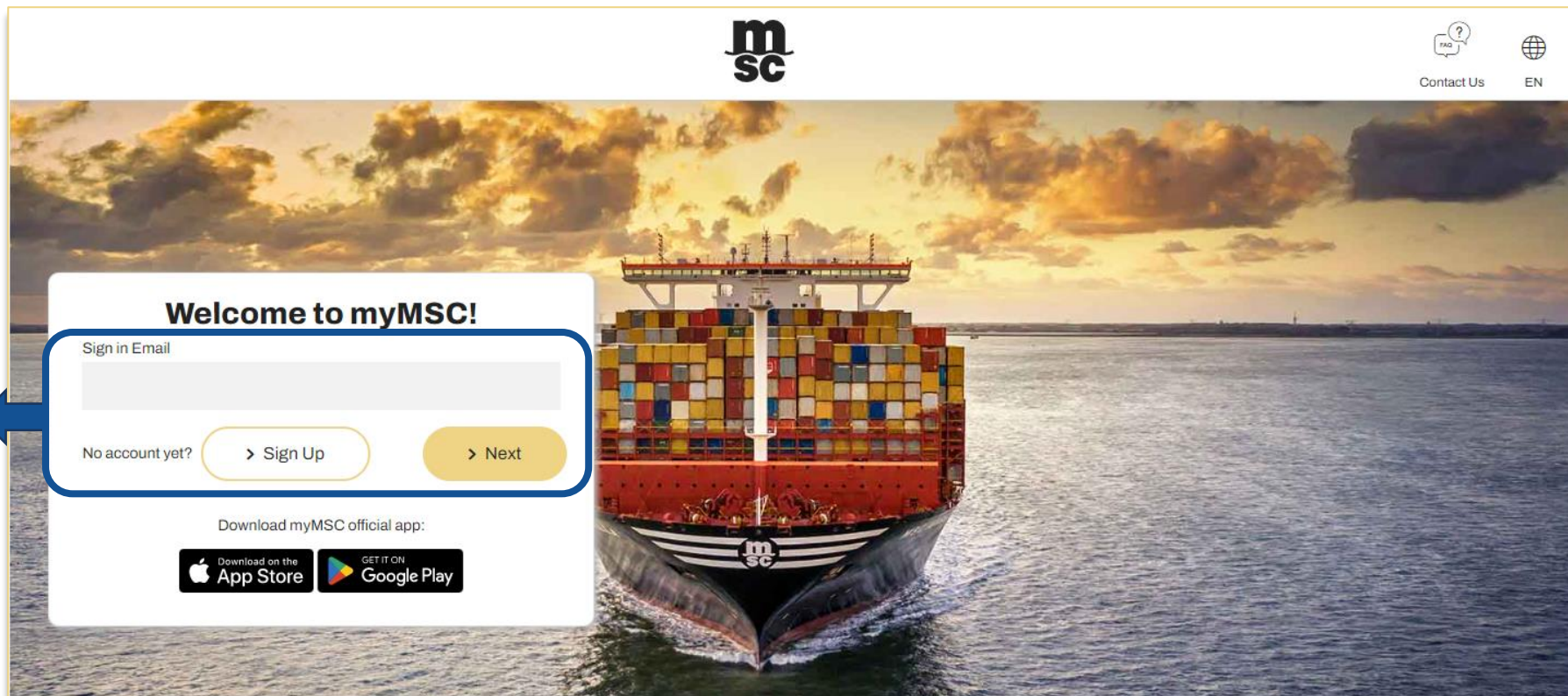
Traceability
可通过日志跟踪文件修改状态



Time-saving & Data Accuracy
更快的周转时间和更高的准确度

myMSC 提供两种方式来预览，确认及修改提单

- 方式一：登录网站：<https://www.mymsc.com>



- 输入账户并点击Next
- 输入密码登录

路径: Dashboard >> SHIPPING INSTRUCTIONS >> 找到对应提单

Dashboard

Instant Quote
eBooking
Dashboard
Notifications
Help
EN

Carrie

QUOTES
EBOOKING
SHIPPING INSTRUCTIONS
ARRIVAL NOTICE
BILL OF LADING
INVOICE

From Date: (UTC)

To Date: (UTC)

> Search

			MSC Agency	Booking Number	Bill of Lading	Status	Last Updated (UTC)	Last Updated By	Last Updated By Email
			Select Agency ▼ ▾	▾	▾	Select Status ▼ ▾	📅 ⌚ ▾	Select User ▼ ▾	▾
		<input checked="" type="checkbox"/>	CHINA-SOUTH	181AS0234743327M1	MEDUU7585919	Draft Pending Customer Approval	14-Feb-2023 07:02 AM	MSC CHINA (Chinese Mainland) – SOUTH	MSC CHINA (Chinese Mainland) – SOUTH
		<input checked="" type="checkbox"/>	CHINA-SOUTH	181AS0234741267M1	MEDUU7573139	Draft Pending Customer Approval	14-Feb-2023 06:25 AM	MSC CHINA (Chinese Mainland) – SOUTH	MSC CHINA (Chinese Mainland) – SOUTH
		<input checked="" type="checkbox"/>	CHINA-SOUTH	181AS0234741272M1	MEDUU7573162	Draft Pending Customer Approval	14-Feb-2023 05:15 AM	MSC CHINA (Chinese Mainland) – SOUTH	MSC CHINA (Chinese Mainland) – SOUTH
		<input checked="" type="checkbox"/>	CHINA-SOUTH	181AS0234736225M1	MEDUU7543785	Customer Approval	03-Feb-2023 03:41 AM	MSC CHINA (Chinese Mainland) – SOUTH	MSC CHINA (Chinese Mainland) – SOUTH

Edit: 编辑, 可在此进行Draft的修改

Print: 查看B/L Draft

Approve: 确认B/L Draft

- **Draft Pending Customer Approval:** B/L Draft 已完成并上传至 myMSC, 可在此状态下预览, 修改, 确认B/L Draft.
- **Customer Approved:** 请点击 确认BL Draft, 确认后提单状态将变更为 Customer Approved.

• 方式二：通过 myMSC Draft BL 登录

1 请留意查收 myMSC Draft BL 邮件

2 打开 PDF 件核对提单DRAFT

(温馨提示：请及时并且仔细核对全部提单内容，特别注意提单类型BL Type)

3 点击此按钮进入在线提单确认或修改界面
(弹出登录页面，请见下一页)

4 请注意MSC制单中心的留言

Draft Bill of Lading MEDUZA123456 for booking 181AY0123456789S1 ready for your review.

myMSC.noreply@msc.com
To

☺ ↩ Reply ↩ Reply All → Forward 📧 ⋮

ℹ If there are problems with how this message is displayed, click here to view it in a web browser.

MEDUZA123456.pdf
81 KB

Bill of Lading:	MEDUZA123456	Vessel:	MSC ARINA
Booking Number:	181AY0123456789S1	Voyage:	FL324W
Customer Ref.Number:		ETS:	23-June-2023
MSC Agency:	MSC CHINA (Chinese Mainland) – SOUTH	POL:	YANTIAN
eSI Cut-off:	20-June-2023	POD:	ROTTERDAM
Place of Receipt:		Final Destination:	

Dear Customer,

Please find attached the DRAFT Bill of Lading for your shipment with us, which is ready for your review. You have the facility to approve or edit the document connecting to our e-Commerce website myMSC (no registration required to use this capability). In the event that you make and submit any changes, your revised Draft Bill of Lading will be dispatched electronically to the MSC documentation team for review.

> MANAGE YOUR DRAFT IN MYMSC

Please be aware that if you forward this email to another recipient, even if they are outside your organization, they will be able to Edit and Submit on your behalf a Draft Bill of Lading revision to the associated MSC Documentation team.

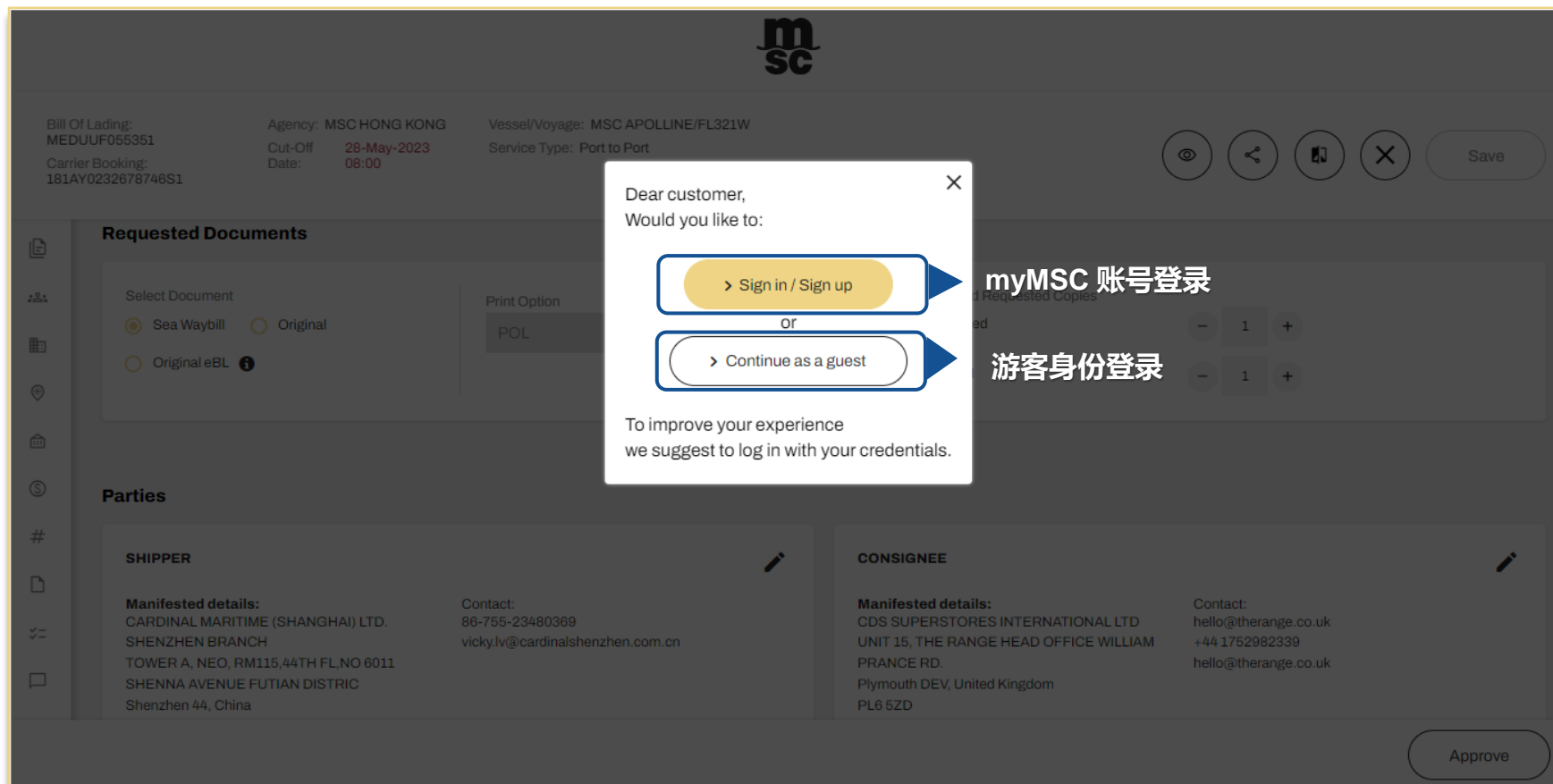
Please note additional comments from your local agency (if any):

Draft Bil of Lading MEDUZA123456 for Booking 181AY0123456789S1 ready for your review.

Sincerely,
MSC Mediterranean Shipping Company

通过 myMSC DRAFT BL 登录

弹出登录界面如下



提单预览及确认

Bill Of Lading: MEDUZA123456
Carrier Booking: 181AY012345678951

MSC CHINA
(Chinese Mainland) – SOUTH
Agency: SOUTH
Cut-Off Date: 20-Jun-2023 08:00

Vessel/Voyage: MSC ARINA/FL324W
Service Type: Port to Port

👁️ 🔗 🖨️ ✖️ Save

Select Document

Sea Waybill Original

Original eBL ⓘ

Print Option

POL

Document Type and Requested Copies

<input type="radio"/> Original Unfreighted	-	0	+	<input type="checkbox"/> Copy Unfreighted	-	0	+
<input type="radio"/> Original Freighted	-	0	+	<input type="checkbox"/> Copy Freighted	-	0	+

Parties

<p>SHIPPER</p> <p>Manifested details: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000</p> <p>Print on BL: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000</p>	<p>Contact: ABC 0755-1234 5678 abc@hk.abclogistics.com</p> <p>ABC 0755-1234 5678 abc@hk.abclogistics.com</p>	<p>CONSIGNEE</p> <p>Manifested details: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088</p> <p>Print on BL: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088</p>	<p>Contact: ABC abc@nl.abclogistics.com</p> <p>ABC abc@nl.abclogistics.com</p>
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Approve

提单确认请点击Approve

温馨提示:
点击approve后, 提单状态将变为 Customer Approved.
此状态不可进行提单更改, 后续修改提单需与当地文件部联系重新发送 myMSC Draft BL.

! 重要提示: myMSC.com 只接受英文字母字符, 请确保在英文输入法状态下录入信息 (包括空格和特殊符号)。
录入非英文字母或字符将可能出现乱码, 字符丢失或者信息被系统删除。

 Requested Documents	* 提单类型
 Parties	* 修改Shipper/Consignee/Notify party 信息
 Additional Companies	请勿修改
 Route Details	船名/航次/POL/POD/FND, 请勿在此编辑
 Containers and Cargo	* 修改货物信息
 Charges	* 修改运费支付方式
 Additional Ref. Numbers	请勿在此编辑
 Letter of Credit	请勿在此编辑
 Customer Clauses	请勿在此编辑
 Additional Comments	* 附加备注

修改提单类型

Bill Of Lading: MEDUUF075607 Agency: MSC HONG KONG Vessel/Voyage: MSC APOLLINE/FL321W
Carrier Booking: 181AY23D0510388S1 Cut-Off Date: 28-May-2023 08:00 Service Type: Port to Port

Save

Requested Documents

Select Document

Sea Waybill Original Original eBL ?

→ 选择需修改的提单类型

Print Option

POL

Document Type and Requested Copies

<input type="radio"/> Original Unfreighted	-	0	+	<input type="checkbox"/> Copy Unfreighted	-	0	+
<input type="radio"/> Original Freighted	-	0	+	<input type="checkbox"/> Copy Freighted	-	0	+

修改 Shipper/ Consignee/ Notify party 信息

点击图标修改

Parties

SHIPPER	CONSIGNEE
Manifested details: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Dalian 21, China 116001	Manifested details: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088
Print on BL: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Dalian 21, China 116001	Print on BL: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088

NOTIFY PARTY	FORWARDING AGENCY
Manifested details: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088	Manifested details: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000
Print on BL: ABC LOGISTICS NETHERLANDS BV VAN MAASDIJKWEG 30 Rotterdam ZH, Netherlands 3088	Print on BL: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000

Add New Party ▼

请勿修改

修改 Shipper/ Consignee/ Notify party 信息

Edit Shipper
✕

Same As:
Please Select ▼

Manifested details ← 舱单信息

Name:
ABC LOGISTICS (SHENZHEN) CO., LTD

Address:
21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. Ch

Location: Shenzhen 44, China Postal code: 518000

Reference number:

Print on BL ← 提单信息

Mirror Manifested details ← 点击后提单信息与舱单信息一致

Print on BL informations are mandatory.
Empty fields will be populated with the manifested details

Company Name:
ABC LOGISTICS (SHENZHEN) CO., LTD
Maximum 1 line 67 characters left

Company Address:
21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. Chin
Maximum 5 lines 425 characters left

Contact and Reference:

Maximum 9 lines 315 characters left

Contact

Name:

Phone:

Fax:

Email:

重要提示:

1. 舱单信息和提单信息需同时进行修改。
2. 对于美国/加拿大/波多黎各的货物, 由MSC申报AMS filling且提单与舱单资料不同的情况下:
 - a. 如果是对BL SHIPPER/ CNEE进行更新, 请仅在提单信息处修改;
 - b. 如果是对AMS SHIPPER/CNEE 进行更新, 请仅在舱单信息处修改。

导出/上传功能

Container/Cargo **修改货物信息**

MARKS & NUMBERS
N/M

HARMONIZED CODE*
282690

DESCRIPTION
SODIUM FLUOROSILICATE
(SODIUM SILICOFLUORIDE)

Hazardous Documentation **Export** **Upload**

仅危险品有此功能
危险品信息修改, 请先联系客服部

*** Edit Container: 修改货物信息**

Container 1	Container No.: GLDU3470056	Container Type: 20' DRY VAN	Seal Information: FJ07431589 (Carrier)	HS Code(s): 282690	Tare Weight: 2230 Kgs	Gross Cargo Weight: 27108 Kgs	Gross Volume Weig... 27 Cu.m	+
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Charges 修改运费支付方式

Ocean Freight

Terms of Payment

Prepaid Collect Payable Elsewhere

选择需修改的付款方式

Additional Comments - 附加备注

^ **Additional Comments** (This information will not be shown on the draft BL)



➤ 此栏属于“Free Text”。

- 1, 其他修改项目（如：FREIGHTED B/L, FEEDER B/L, OBL Release office 等），可在此处清楚备注。
- 2, 可按照右图列表备注本次在线修改的对应项目(Amendment Items: xxx/xxx)，以加快处理进程。
- 3, 本次在线修改提单，请在此处确认承担基础的提单更改费用：
 - Amendment Fee: RMB 350 ex South China ,or HKD 600 ex Hong Kong
 - SMA Fee: USD 40 if applicable（限于申报AMS & ENS的货物）

温馨提示： 若此更改将会产生其他额外费用或更改内容存疑，我司会和您沟通确认之后才进行提单更改。

修改项目列表
Shipper
Consignee
Notify
Cargo Description
Marks & Number
Number of Packages
Package Type
Gross Weight
Measurement
Seal
Charges
BL Type

(具体示例请参见下页)

• 示例一, 修改Shipper

① 在Shipper处编辑更改信息

Edit Shipper
✕

Same As:
Please Select

Manifested details

Name:
ABC LOGISTICS (SHENZHEN) CO., LTD

Address:
21F, Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. Ch

Location:
Shenzhen 44, China

Postal code:
518000

Reference number:

Print on BL

Print on BL informations are mandatory.
Empty fields will be populated with the manifested details Mirror Manifested details

Company Name:
ABC LOGISTICS (SHENZHEN) CO., LTD
Maximum 1 line 67 characters left

Company Address:
21F, Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China
Shenzhen 44, China 518000
Maximum 5 lines 424 characters left

Contact and Reference:
ABC
0755-1234 5678
0755-1234 5678
abc@hk.ablogistics.com
Maximum 9 lines 315 characters left

Contact

Name:
ABC

Phone:
0755-1234 5678

Fax:
0755-1234 5678

Email:
abc@hk.ablogistics.com

② 在Additional Comments 备注修改项目, 及确认改单费用

^

Additional Comments (This information will not be shown on the draft BL)

Amendment Item: Shipper
Confirmed the amendment fee: RMB350+USD40 if applicable.

• 示例二，修改货品名及提单类型

① 在Container/Cargo 处修改货品名，

在 Requested Documents 处修改提单类型

② 在Additional Comments 备注修改项目，及确认改单费用

Edit Container

CONTAINER CARGO SEAL INFORMATION

Hazardous cargo:* Non-Hazardous

Number of Packages:* 78 PACKAGE

Gross Cargo Weight:* 4183.4 Kgs

Harmonized Code:* 940330

Measurement: 68 cu.m.

Cargo Description: TABLE

Marks & Numbers: N/M

Requested Documents

Select Document

Sea Waybill

Original

Original eBL ⓘ

Print Option: POL

Document Type and Requested Copies

Original Unfreighted Copy Unfreighted

- 0 +

Original Freightied Copy Freightied

- 0 +

Additional Comments (This information will not be shown on the draft BL)

Amendment Item: Cargo Description, BL Type

Confirmed the amendment fee :RMB 350+USD 40 if applicable

Additional Companies

BOOKING PARTY Manifested details: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000	Contact: ABC 0755-1234 5678	INVOICING COMPANY Manifested details: ABC LOGISTICS (SHENZHEN) CO., LTD 21F,Shenzhen Kerry Center, No.2008 South Ren Min Road, Shenzhen, P.R. China Shenzhen 44, China 518000	Contact: ABC 0755-1234 5678
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Route Details 请勿编辑 Routing/POL/POD

Place Of Initial Receipt N/A	Port Of Loading YANTIAN, CHINA Print on B/L as: YANTIAN	Port Of Discharge ROTTERDAM, NETHERLANDS Print on B/L as: ROTTERDAM	Place Of Delivery N/A
---------------------------------	--	--	--------------------------

Routing Instruction

Please add Instruction here

请勿修改

附加号码

信用证

客户条款

目的港条款

请勿编辑此版面的内容

Additional Reference Number (This information will not be shown on the draft BL)
Add New Reference Number

Letter of Credit (This information will not be shown on the draft BL)
Add New Letter of Credit

Customer Clauses
Add New Clause

Stamps Information

Free out All costs to and including returning the empty container for receivers account. Import Container Rental EGYPT: Tiered-tariff starts: After standard free days Special setup: NoR = DV/HC conditionsA Applies To: Combined Carrier haulage start: Day after Individual equipment move Merchant haulage start: Same day Last equipment from vessel discharge Calculation end: Same day gate-in empty/reuse/stripping Container Size Type Free Days Period 1 Rate 1 Period 2 Rate 2 Thereafter Rate 20 Dry 6 Calendar days 5 Calendar days 30.00 USD / day 5 Calendar days 40.00 USD / day 75.00 USD / day 20 Dry 6 Calendar days -- 84.00 USD / day 40 Dry 6 Calendar days 5 Calendar days 50.00 USD / day 5 Calendar days 80.00 USD / day 140.00 USD / day 40 Dry 6 Calendar days --- 168.00 USD / day 20 Special 6 Calendar days ---- 84.00 USD / day 20 Special 6 Calendar days ---- 94.00 USD / day 40 Special 6 Calendar days ---- 168.00 USD / day 40 Special 6 Calendar days ---- 178.00 USD / day 20 Reefer 3 Calendar days 5 Calendar days 50.00 USD / day -- 100.00 USD / day 20 Reefer 3 Calendar days 5 Calendar days 60.00 USD / day -- 110.00 USD / day 40 Reefer 3 Calendar days 5 Calendar days 100.00 USD / day -- 200.00 USD / day 40 Reefer 3 Calendar days 5 Calendar days 110.00 USD / day -- 210.00 USD / day 45HC 6 Calendar days 5 Calendar days 60.00 USD / day 5 Calendar

提交修改

所有信息完成修改并保存，检查无误后提交。只有点击“Save / 保存和 Submit / 提交”才能上传修改信息至MSC系统。

“Save / 保存”仅代表在网站上保存之前录入的信息；“Approve”代表提单确认。

The screenshot shows the MSC system interface with a 'Success' dialog box in the center. The dialog box contains the text 'Success' and 'Shipping Instructions was successfully saved.' with an 'OK' button. The background interface includes a top navigation bar with icons for 'Preview', 'Share', 'History', 'Cancel', and 'Save'. Below this, there are sections for 'Parties' (SHIPPER) and 'Manifested details'. A 'Submit' button is visible at the bottom right. Blue arrows point from the 'Save' button to the 'Success' dialog box and from the 'Submit' button to the text '再点击Submit提交修改'.

① 先点击Save后，提示保存成功。

② 再点击Submit提交修改。



Q 通过 **myMSC.com** 进行改单，拆分提单以及合并提单如何操作？

A myMSC.com暂时不支持提单的拆分或合并的修改。

Q POD要求的特殊号码，例如 CNPJ / TAX ID / NIF / CTN / 等，应该如何进行更改？

A 如果是属于shipper / consignee / notify公司的特殊号码，例如CNPJ / TAX ID等，请在对应地址栏进行修改；如果是属于货物的号码，例如CTN / BESC 等，请在货描处修改。

Q 如何查询更详细 **myMSC.com** 提单信息的录入介绍？

A 您可登录以下网站获得 **MYMSC.COM SI-User Guide** 来进行查看。 <https://sc.y2t.com/eshipping/msc.action>

若对于以上在线修改提单流程仍有疑问，可直接联系 MSC Local Office 的文件组。



联系方式可在以下网站获得

Contact List of MSC Documentation Dept. - SPRC & HK & XM,FZ

<https://sc.y2t.com/eshipping/msc.action>

⚠ 注意事项

myMSC.com的功能在持续优化和升级当中，此用户指引有可能会被更新，因此请确保从以上网站下载最新版本，我司将不做另行通知。

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sc