

Forecast Waitlist Requests

- To make a New Forecast Waitlist request, you will select from menu

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- Fill out request (top of page)

Forecast / Waitlist (New Requests)									
Origin Hub	Origin Depot	Destination Hub	Requested By	Date Needed	Quantity	Quote #	BCO	Action	
MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	508	2019-03-20	1	Transactional	Funky Monkey	<input type="button" value="Save"/>	

- Pending Requests will be listed below once saved, the newly created waitlist requests will also be highlighted.

Forecast / Waitlist History									
Waitlist Number	Requested By	Origin Hub	Origin Depot	Destination Hub	Date Needed	Quote #	BCO	Date Requested	Status
C18MEM6809	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending
C18MEM3539	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending
C18MEM2454	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending
C138BD4554	508	SAN BERNARDINO, CA	FLEET YARDS SBD	CHICAGO, IL	2019-03-20		Chetu test	2019-03-13 07:25	Reserved
C15STO4057	508	STOCKTON, CA	LOGISTICS TERMINALS	ALLIANCE, TX	2019-03-18		abc test	2019-03-15 11:42	Pending
C15LAX1043	508	LOS ANGELES, CA	FLEET YARDS SOUTH GATE	CHICAGO, IL	2019-03-16	50800011119	BP LUMBER	2019-03-15 15:26	Expired

- To cancel a Waitlist Request, click on the red x to the right.

Forecast / Waitlist History									
Waitlist Number	Requested By	Origin Hub	Origin Depot	Destination Hub	Date Needed	Quote #	BCO	Date Requested	Status
C18MEM6809	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending
C18MEM3539	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending
C18MEM2454	508	MEMPHIS, TN	TRANS-CARRIERS INC	LOS ANGELES, CA	2019-03-22		Funky Monkey	2019-03-18 13:22	Pending

- It will then confirm you cancelled that waitlist request.

Waitlist number C15STO4057 was rejected

Reservations

- To make a New Reservation, you will select from the dashboard menu

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New Reservations New waitlists New Rail Billing Re-Book Container Container Tracking Reservation History	Published Rates New SPQ Request Active SPQ Requests	Depot Locations Per Diem Policies Routing Matrix Fuel Surcharge News Contact Us
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- Top of the page will list what markets have available empties. Make your Reservation from here. If there is equipment available in the market you need.

Available Empties									
Origin Hub	Origin Depot	Quote Num.	Destination Hub	BCO	Avail. Trans.	Avail. SPQ	Overage	Surcharge	Num. Requested
CHICAGO, IL	CUB TERMINAL	Transactional ▾		Funky Monkey	5	1		\$50	<input type="text" value="2"/>
CHICAGO, IL	ROMAR TRANSPORTATION					1			
SAN BERNARDINO, CA	FLEET YARDS FONTANA					1			
									<input type="button" value="Save"/>

- Once the reservation has been made, you will receive the reservation numbers and confirmation.

Created reservation 076100105

Created reservation 076100106

- All open not rail billed Reservations will be listed on the bottom half of the page. The highlighted reservations, indicate that they are “new”.

Open Reservations										
Reservation #	Reserved ▾	Reserved By	Depot	Quote Num.	BCO	Container	Overage	Surcharge	Cancel	
All	All	All	All	All	All	All	All	All		
076100105	2019-03-18 13:29	508	CUB TERMINAL		Funky Monkey			50.00		
076100106	2019-03-18 13:29	508	CUB TERMINAL		Funky Monkey			50.00		
073100098	2019-03-15 12:56	508	CHICAGO INTERMODAL			CFQU217629				
072100086	2019-03-14 12:36	508	FLEET ONTARIO							

- To cancel the reservation, click on the red x to the right. You will receive this pop up, asking you to confirm. Click save.

Cancel Reservation	
Reservation No.	076100105
Reserved By	INTEGRA LOGISTICS (SPRINGBORO) (508)
Reservation Date	2019-03-18
SPQ No.	
Origin Hub	CHICAGO, IL
Origin Depot	CUB TERMINAL
Destination Hub	
Send Confirmation E-mail	<input checked="" type="checkbox"/>
cancel <input type="button" value="Save"/>	

- It will then confirm you cancelled that particular reservation.

Reservation 076100105 was successfully cancelled.

- To view your open, non-rail billed reservations, click on the Reservation History

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- This will show all reservations, whether they are cancelled or active.

Start Date: 2019-02-16 End Date: 2019-03-18 Search date range Reset to default dates

Reservation History from 2019-02-16 to 2019-03-18							
Rsv #	Reserved	Requested by	Division	Origin Hub	Depot	Dest. Hub	Status
076100107	2019-03-18 13:29	INTEGRA LOGISTICS (SPRINGBORO)	508	STOCKTON, CA	LOGISTICS TERMINALS		Filled
076100105	2019-03-18 13:29	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		Cancelled
076100104	2019-03-18 12:25	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		H57
076100103	2019-03-18 12:02	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		H56
073100099	2019-03-15 13:15	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	J A S TRUCKING	LOS ANGELES, CA	H55
073100098	2019-03-15 12:56	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CHICAGO INTERMODAL		Filled
073100097	2019-03-15 12:26	INTEGRA LOGISTICS (SPRINGBORO)	508	LOS ANGELES, CA	FLEET ONTARIO	CHICAGO, IL	H53
073100096	2019-03-15 11:46	INTEGRA LOGISTICS (SPRINGBORO)	508	SAN BERNARDINO, CA	FLEET YARDS SBD	CHICAGO, IL	H54

- If you “hover” over the depot or status of each reservation. You will get a pop up box, with information.

Reservation History from 2019-02-16 to 2019-03-18							
Rsv #	Reserved	Requested by	Division	Origin Hub	Depot	Dest. Hub	Status
076100108	2019-03-18 14:28	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CHICAGO INTERMODAL		H58
076100107	2019-03-18 13:29	INTEGRA LOGISTICS (SPRINGBORO)	508	STOCKTON, CA	LOGISTICS TERMINALS		Filled
076100106	2019-03-18 13:29	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		Cancelled
076100104	2019-03-18 12:25	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		H Cancelled by 508 (cust) H 2019-03-18 13:34
076100103	2019-03-18 12:02	INTEGRA LOGISTICS (SPRINGBORO)	508	CHICAGO, IL	CUB TERMINAL		

Rebook

- To rebook a container, you are reloading. Select the Rebook option from the Dashboard menu.

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- Type in the container number, and click save.

Re-Book Reservations

Unit #

CFQU	113504
<input type="button" value="Next"/>	

- Select the date of Rebook, and to which office (if different from you).

Unit #	Load #	Customer	Row #	Dest Ramp	Filled	Outgate	Days Out	Carrier	Date Turned	Re-Book	Assign To	Department	User
CFQU841735	H36	INTEGRA LOGISTICS SERVICES LLC	061100007	CHICAGO, IL	03-12 09:08	03-10 14:54	9	MEX CAL TRUCKLI (909) 999-9999	2019-03-18 13:58	<input checked="" type="checkbox"/>	INTEGRA LOGISTI BURR RIDGE IL (501) INTEGRA LOGISTI GARLAND TX (503) INTEGRA LOGISTI HAMILTON OH (502) INTEGRA LOGISTI HOUSTON TX (504)		

1 Available Re-Books

- It will give you the new Reservation, and terminate out the old reservation. Completing the rebook.

Re-Booked						
Order	Datetime	Action	Reservation #	Sent To	Department	User
H36	2019-03-18 13:58	Re-Booked	076100108	INTEGRA LOGISTI SPRINGBORO OH (508)	508	INTEGRA LOGISTICS (SPRINGBORO)

Rail Billing

- Select the New Rail Billing from the Dashboard menu

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- Select the reservation from the drop down, and enter the container number. Click save.

Enter New Intermodal Order

Reservation #:	Select reservation... ▼	Container initials:	CFQU	#:		Save
	Select reservation...					
	CHICAGO, IL					
	061100013 (reserved 2019-03-03)					
	066100064 (reserved 2019-03-08)					
	070100075 (reserved 2019-03-12)					
	073100098 (reserved 2019-03-15)					
	076100106 (reserved 2019-03-18)					
	076100108 (reserved 2019-03-18)					
	LOS ANGELES, CA					
	076100100 (reserved 2019-01-30)					
	076100101 (reserved 2019-01-30)					
	076100102 (reserved 2019-01-30)					
	070100070 (reserved 2019-03-12)					
	072100086 (reserved 2019-03-14)					
	STOCKTON, CA					
	076100107 (reserved 2019-03-18)					

Enter New Intermodal Order

Reservation #:	076100108 (reserved 2019-03-18) ▼	Container initials:	CFQU	#:	841735	Save
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- Fill in all of the fields and click save

New Rail Order

Initial	Number	Size	Equip	STCC Code	Ref # for Inv. Party
CFQU	841735	53	CN	4811110	
Haz <input type="checkbox"/>	Cmdty: Dry Goods		Pcs: 550	Wt: 41000	Seal: 8875309
Customs					
Origin Ramp		Destination Ramp		BCO:	Funky Monkey
CHICAGO, IL		SAN BERNARDINO, CA		Phone:	8875309
Quote #		Reservation #		Address: 123 Main St	
		078100108		City: Toledo, OH 43808	
POG 03242019 1530		*Put all time in military time (24 hr).			

Status = NEW Save

Notify Party:	Fast Delivery
Phone:	(800) 555-2323
Fax:	(818) 525-4558
Address 1:	
City:	San Bernardino, ca
Shpr:	COFC
Phone:	(419) 725-0700
Address 1:	7015 SPRING MEADOWS WEST
Address 2:	SUITE 202
City:	HOLLAND, Ohio 43528
Con:	COFC
Phone:	(419) 725-0700
Address 1:	7015 SPRING MEADOWS WEST
Address 2:	SUITE 202
City:	HOLLAND, OH 43528

- If you are billing a Hazmat load, enter Y in that field. Click the blue HAZ, it will open another window.

Haz y Cmdty: [

- Enter the hazmat information, and upload your hazmat docs.

Hazmat Line Item	
Choose File	No file chosen
Upload MI	
Units:	<input type="text"/> <input type="text"/>
Weight:	<input type="text"/> <input type="text"/>
STCC Code:	<input type="text"/>
UN Code:	<input type="text"/> Packaging Group: <input type="text"/>
Classification:	<input type="text"/> <input type="text"/> <input type="text"/>
Proper Name:	<input type="text"/> <input type="text"/>
Proper Name:	<input type="text"/> <input type="text"/>
Declarations:	<input type="text"/> <input type="text"/>
	<input type="text"/> <input type="text"/>
	<input type="text"/> <input type="text"/>
Contact Name:	<input type="text"/>
Contact Phone:	<input type="text"/>
Cert Party:	<input type="text"/> <input type="text"/>
Save	

- You will then see the following, showing load tendered.

Enter New Intermodal Order			
Created Load Tender #1240			
Reservation #:	Select reservation...	Container initials: CFQU	# <input type="text"/>
			Save

Container Tracking

- Select Container Tracking from the Dashboard menu

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- The top portion of the page, will give you search options. So that you can filter down if needed. The bottom portion of the page, shows your load history. This includes terminated loads as well as in transit, and rail billed not in gated loads.

Search Criteria

Reservation No:

Container No:

Reference No:

Customer No:

Customer Name:

Origin:

Destination:

Rev Date:

In-Gate:

Notify:

Out-Gate:

Termination:

Goal:

E.T.A:

E.T.N:

L.F.D:

Container Tracking - (showing 54 records)																			
Load #	Rev No.	Container No.	Customer	Cust Ref. No.	Org	Dest	E.T.N.	E.T.A.	Goal	L.F.D.	Waybill No.	Pickup No.	Rev Date	In-Gate	Notify	Out-Gate	Termination	Actions	
458	078100108	CPQ0541735	INTEGRA LOGISTICS SERVICES LLC (998)	842547	CHI	SBD							2018-03-15 14:28						

Reprint Invoice

- Click on the quick link, Reprint Invoice

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- This will show you all of your invoices. You may view or print from here.

Start Date: 2019-01-01 End Date: 2021-07-28 Search date range Reset to default dates

Invoices from 2019-01-01 to 2021-07-28

Load	Rsv #	Container	Customer	Ref	Org	Dest	Rsv Date	Linehaul	Fuel Surcharge	Origin Per Diem	Dest Per Diem	Accessorials	Total	Print Invoice
All	All	All	All	All	All	All	All	All	252	All	All	All	All	
H3526	118102611	CFQU890643	INTEGRA LOGISTICS SERVICES INC (508)	R6694	LPC	LAX	2019-04-29	1,050.00	252.00	20.00	60.00		1,382.00	H3526 A
H10516	170109302	CFQU412269	INTEGRA LOGISTICS SERVICES INC (508)	R6906	LPC	LAX	2019-06-17	1,050.00	252.00	80.00	40.00		1,422.00	H10516 A

- Click on the H number to the right. It will open that invoice. Clicking on the A will open the per diem invoice.