

4) Order to carrier

- Transport order to Carrier
- Terms of the transport order - contract

Transport order to Carrier

When the Cargo is registered to Expedition, the Cargo Manager sends a Transport Order - agreement to the carrier by e-mail. This Contract is the basis for the transportation service.

OZOLS TMS prepares the agreement automatically, based on the information entered in the order and the information defined by your company. It is possible to add your signature and company stamp to the contract ([instructions here](#)).

To send a Transport order - agreement to Carrier:

Usually, the Order is sent to the carrier by **e-mail** , but it is also possible to print it and send it in paper format. To view a preview of the invoice in PDF format, choose **Print** .

1. Open the client's order for which you want to order carrier service and click Print or Mail in the toolbar.
2. Choose **Order for carrier**
3. In the case of an e-mail, open the attachment and verify the correctness of the information.
4. Send the email to the carrier with Transport order in attachment.

The image shows a software interface for managing cargo orders. It consists of a top toolbar, a main menu, a form, and an email draft window.

Toolbar: Includes icons for 'Relate', 'Print' (1), 'Mail', 'Multiselect', 'View', 'Book', 'Favorites', and 'Exit'.

Main Menu: 'Client order - DEMO' is selected. The 'Cargo' sub-menu is active, showing options like 'Sent e-mail', 'Order No.', 'Cargo manager', 'Client', 'Agreed to load', 'Sender', 'Loading address', and 'Agreed to deliver'. The '+ Order for carrier' option (2) is highlighted.

Form: Contains fields for 'Order type' (Cargo), 'Multibooking', 'Order No.', 'Status' (Load), 'Krūms Renārs', 'renars@sales.lv; 26895468;', 'Order ref.', and '0-92; Förslöv; Margretetorp svägen 50;'.

E-mail (Draft) Window: Shows a draft email with the following details:

- Send:** (4)
- From:** janis.veldre@cloudex.lv
- To:** stefan@div.de
- Cc ...**
- Bcc ...**
- Subject:** Demo SIA Order No. TS3 - DT-4/M-3740
- Attachments:** (3) TransportOrderNoTS3.pdf

Content: A large blue banner at the bottom reads 'Cargo transportation order - agreement!'.

Terms of the transport order – contract

OZOLS TMS automatically prepares Transport order contracts for both the Client and the Carrier. The terms of the carrier can be changed and translated into foreign languages (LV, EE, LT, EN, RU, DE, DK, FR).

1. Conditions of the Transport Order - Contract for the Carrier

OZOLS > Freight forwarding > Configuration > Agreement rules for carrier

2. Conditions of the Transport Order - Contract for the Client

- Terms of the contract OZOLS > Freight forwarding > Configuration > Agreement rules for client

Explorer Group by

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 - 1** Agreement rules for carrier
 - 2** Agreement rules for client
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- Warehouse

Name

Agreement rules for client

LV

the contractor shall be entitled to adjust t
 5. In case of a failure to load the cargo
 6. Maximum time anticipated for loading
 Extra time outside this range may be con
 7. Maximum time anticipated for loading
 Extra time outside this range may be con
 100 per 24 hours.
 8. Cargo shipped to or from the CIS c
 imports - 48 hours, unloading - 24 hours,
 9. Price for the transportation of goods
 charges and additional insurance.
 10. The Customer ensures and confirms

EN

1. Cloudex Ltd. operates solely in acco
 Association of Freight Forwarders and Lo
 2. The goods shall be packed accordi
 not packed accordingly, the contractor s
 3. If the value of the cargo exceeds E
 shall be informed in writing.
 4. If the size or weight of the cargo ex
 the contractor shall be entitled to adjust t
 5. In case of a failure to load the cargo
 6. Maximum time anticipated for loading
 Extra time outside this range may be con
 7. Maximum time anticipated for loading
 Extra time outside this range may be con

LT

1. Šia Sutartis (T) apibūdina įsipareigoj
 (tam produktų krovimą ir nuvežimą) pakla

See also:

- [Order information in foreign language](#)
- [Client address in foreign language](#)