


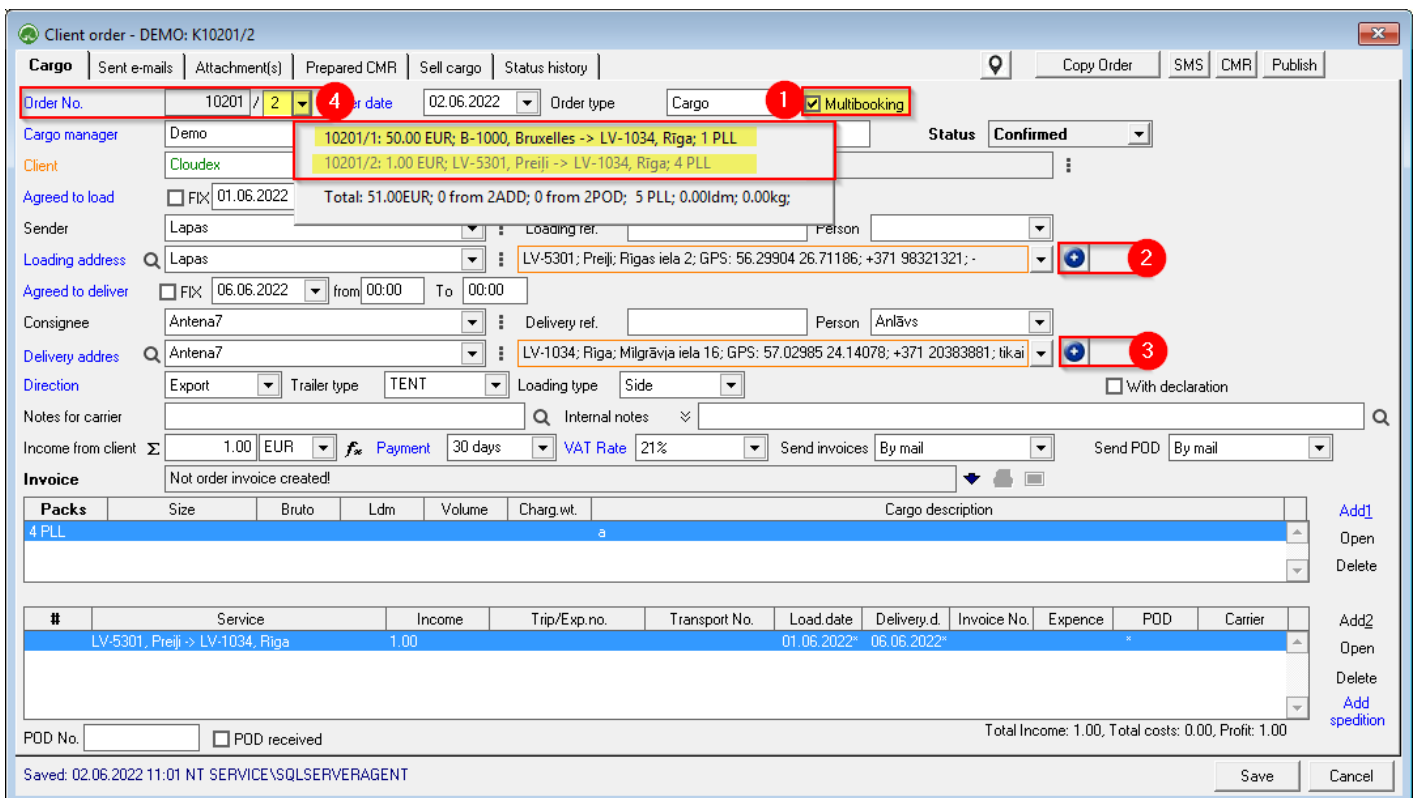





# Multiple loading or delivery addresses - Multibooking

**Multibooking** is used when there are several loading or delivery addresses in one client order.

1. Check Multibooking ☒ ;
2. Click  to add additional **loading addresses** ;
3. Click  to add additional **unloading addresses** ;
4. The order number is assigned a sub-number. You can switch between multibooking orders by pressing .



Client order - DEMO: K10201/2


Order No. 10201 / 2  4  Order date 02.06.2022 Order type Cargo  ☒ Multibooking

Cargo manager Demo 10201/1: 50.00 EUR; B-1000, Bruxelles -> LV-1034, Riga; 1 PLL Status Confirmed

Client Cloudex 10201/2: 1.00 EUR; LV-5301, Preiļi -> LV-1034, Riga; 4 PLL


Agreed to load ☐ FIX 01.06.2022 Total: 51.00EUR; 0 from 2ADD; 0 from 2POD; 5 PLL; 0.00ldm; 0.00kg;

Sender Lapas Loading ref. Person

Loading address Lapas LV-5301; Preiļi; Rīgas iela 2; GPS: 56.29904 26.71186; +371 98321321; -  2

Agreed to deliver ☐ FIX 06.06.2022 from 00:00 To 00:00

Consignee Antena7 Delivery ref. Person Anlāvs

Delivery address Antena7 LV-1034; Riga; Milgrāvja iela 16; GPS: 57.02985 24.14078; +371 20383881; tikai  3

Direction Export Trailer type TENT Loading type Side ☐ With declaration

Notes for carrier Internal notes

Income from client 1.00 EUR Payment 30 days VAT Rate 21% Send invoices By mail Send POD By mail

Invoice Not order invoice created

Packs	Size	Bruto	Ldm	Volume	Charg.wt.	Cargo description	
4 PLL							Add1 Open Delete

#	Service	Income	Trip/Exp.no.	Transport No.	Load date	Delivery.d.	Invoice No.	Expence	POD	Carrier	
	LV-5301, Preiļi -> LV-1034, Riga	1.00			01.06.2022*	06.06.2022*			*		Add2 Open Delete Add spedition

POD No.  ☐ POD received Total Income: 1.00, Total costs: 0.00, Profit: 1.00

Saved: 02.06.2022 11:01 NT SERVICE\SQLSERVERAGENT Save Cancel

The following **must be done for each Multibooking cargo** separately:

1. **Description of the Cargo**
2. Added to existing or new **Trip/Spedition**
3. If Multibooking order is fulfilled by **several carriers**, the **income** from the customer must be **specified** for each shipment.
4. Once the Multibooking order has been entered, **every part of it must be added to the Trip / Expedition**

that will deliver it!



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Revision #4

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