



MSC 订舱渠道 - 24/02/2022

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通过外代电子商务门户订舱。

02

通过MYMSC.COM订舱

03

通过MSC 订舱代理订舱

04

通过INTTRA订舱

1. 通过外代电子商务门户订舱

网址：<http://eportal03.penavicoxm.com/eportal/newportal/index.aspx>) ;

如是新用户请联系外代客服 PIC: 6897256 /傅小姐

2. 通过MYMSC.COM订舱



注册

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2.1 用户注册 – 登录



- 用户登录网站: <https://www.mymsc.com>
- 登录主页后请根据各自需求进入以下**链接**注册:

In order to improve your experience, please select the most accurate connection to your booking office location:

CHINA (CHINESE MAINLAND) - NORTH

CHINA (CHINESE MAINLAND) - SOUTH
HONG KONG SAR (CHINA) / TAIWAN (CHINA)

ALL OTHER LOCATIONS

Download on the App Store

GET IT ON Google Play



为了提升您的使用体验, 敬请选择和您订舱点最为匹配的区域:

中国大陆-北部

中国大陆-南部
中国香港特别行政区/中国台湾

所有其他地区

Download on the App Store

GET IT ON Google Play

2.1 用户注册 – 信息录入及提交1.1



- 点击“注册 (SIGN UP NOW)” -> 点击发送验证码 -> 输入验证码并验证 -> 录入用户信息后“提交(Submit)”所提交的信息完整并且资格具备的用户将会在**1-2个工作日内**收到**审批通过**的通知。
目前，华北地区无需使用验证码验证。

Don't have an account?

SIGN UP NOW



Register

Email Address
XXXX@XXX.COM

SEND VERIFICATION CODE


**注意事项：

1. 关于**MSC Agency**的选择，请用户根据货物出口地所属的MSC代理进行选择：

华南或香港地区出口：请选择“**MSC CHINA (Chinese Mainland) – South**”或“**MSC HONG KONG**”

华北地区出口：请选择“**MSC CHINA (Chinese Mainland) - North**”

2. - 如果注册公司为**货代公司**，需具备**无船承运资格**

- 如果注册邮箱后缀为163.com等**公共邮箱**地址，在提交注册申请后需签署相关**委托保函**， 并发送至邮箱：CN177-mymscreg-sprc@msc.com (华南及香港地区)

CN177-mscshamymscregistration@msc.com (华北地区)

- 如果注册公司为MSC 新客户，在提交注册申请后需提供相关的**营业执照复印件**，发送至邮箱：

CN177-mymscreg-sprc@msc.com (华南及香港地区)

CN177-mscshamymscregistration@msc.com (华北地区)



2.1 用户注册 – 信息录入及提交2.2



<input type="text" value="New Password"/>	<input type="text" value="Confirm New Password"/>
<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>
<input type="text" value="Company"/>	<input type="text" value="Street and Number"/>
<input type="text" value="Postal Code - OPTIONAL"/>	<input type="text" value="City"/>
<input type="text" value="Country"/>	<input type="text" value="State/Region - OPTIONAL"/>
<input type="text" value="Phone"/>	<input type="text" value="Tax ID - OPTIONAL"/>
<input type="text" value="MSC Agency"/>	<input radio"="" type="text" value="Have you ever conducted business with MSC before?
<input type="/> Yes, I conducted business with MSC before. <input type="radio"/> No, I have never conducted business with MSC before."/>
<input type="text" value="Additional Comments - OPTIONAL"/>	<input type="text" value="Email Of Registered User From Your Company - OPTIONAL"/>
<input type="checkbox"/> I hereby accept the Terms and conditions .	<input type="checkbox"/> I hereby give consent to MSC to contact me via provided mail, email, and phone.
<input type="button" value="CREATE"/>	<input type="button" value="CANCEL"/>

华南或香港地区出口：请选择“MSC CHINA (Chinesae Mainland) – South “ 或 “MSC HONG KONG”
华北地区出口：请选择“MSC CHINA (Chinese Mainland) – North”

2.1 用户注册 – 通知



- 用户注册邮箱将会收到**密码**信息并且可以即刻使用**VGM**递交功能，报价/订舱/补料等功能仍需等待MSC相关部门的审核和批复。

Registration Completed

Dear asdf,

Thank you for registering with myMSC.

Your account has been enabled for VGM declarations. You should soon receive email with temporary password. You could login to myMSC website to submit container weights. If you requested access to the agency, your request will be reviewed within next 2 business days (Monday to Friday). When approved, you will receive an email notification. If you requested access to more than one MSC Agency, you will receive an email from each, when approved.

Kind regards,

MSC Mediterranean Shipping Company

[Go to Log in panel](#)

2.2 电子订舱 – 登录



- 用户登录网站: <https://www.mymsc.com>
- 登录主页后请根据各自需求进入以下链接注册:

In order to improve your experience, please select the most accurate connection to your booking office location:

CHINA (CHINESE MAINLAND) - NORTH

CHINA (CHINESE MAINLAND) - SOUTH
HONG KONG SAR (CHINA) / TAIWAN (CHINA)

ALL OTHER LOCATIONS

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GET IT ON Google Play



为了提升您的使用体验, 敬请选择和您订舱点最为匹配的区域:

中国大陆-北部

中国大陆-南部
中国香港特别行政区/中国台湾

所有其他地区

Download on the App Store

GET IT ON Google Play

2.2 电子订舱 – 登录



- 录入用户名 (注册邮箱地址) 及密码, 点击 “ 登录(SIGN IN)” :

A screenshot of a web login form. The form is titled "Login" and contains two input fields: "Email Address" and "Password". Below the input fields are two buttons: "SIGN IN" and "FORGOT YOUR PASSWORD?". Below the buttons is a section titled "Don't have an account?" with a "SIGN UP NOW" button. The "SIGN IN" button and the "Email Address" and "Password" input fields are highlighted with a yellow border in the original image.

Login

Email Address

Password

SIGN IN **FORGOT YOUR PASSWORD?**

Don't have an account?

SIGN UP NOW

2.2 电子订舱 – 订舱端口



- 点击 “ EBOOKING ” 进行订单信息录入:
-带红色星号 “ * ” 项为必填项

Dashboard

QUOTES EBOOKING SHIPPING INSTRUCTIONS ARRIVAL NOTICE BILL OF LADING BOOKING INVOICE

From Date: (UTC) To Date: (UTC)

17-May-2021 Search

MSC Agency	Booking Number	Global Reference Number	Booking Reference
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2.2 电子订舱 - 第一步：订单基本信息



- 输入/选择装货地(如有), 装货港, 卸货港, 目的地(如有), 中转方式(如有), 所需船期等相关信息:

Shipment Details Copy From Previous eBooking

Port of Load:* 装货港

Port of Discharge:* 卸货港

Port 装货港直接出运

Ramp / Barge 内陆点出运

Door

Port 出运至卸货港, 无内陆点

Ramp / Barge 出运至内陆点

Door

BARGE 装货地至装货港的中转方式

RAIL 卸货港至目的地的中转方式

Please read the specific procedure if you are shipping from POL: [YANTIAN](#) 点击阅读或下载相关装货港的操作指引

Intermodal Details - Origin

Select Barge Terminal* 装货地(内陆点)

Intermodal Details - Final Destination

Destination:* 目的地(内陆点)

Destination Postal Code:

选择所需船期

Sailing schedule

ETD 选择装货港预计开船日或预计到港口来选择合适的船期

ETA

Vessel	Voyage	ETD	ETA	Service	Est t.t.	Select	View Details
MSC TERESA	FL116W	18-May-2021 22:00	09-2021 16:00	SERVICE	22	<input type="button" value="Select"/>	<input type="button" value="View Details"/>
MSC MANILA MAERSK	118W	23-May-2021 23:00	13-Jun-2021 16:00	LION SERVICE	21	<input type="button" value="Select"/>	<input type="button" value="View Details"/>
MSC JADE	FL119W	25-May-2021 02:00	16-Jun-2021 22:00	LION SERVICE	22	<input type="button" value="Select"/>	<input type="button" value="View Details"/>
MSC RAPALLO	FL120W	27-May-2021 11:00	17-Jun-2021 16:00	LION SERVICE	21	<input type="button" value="Select"/>	<input type="button" value="View Details"/>
MSC AMSTERDAM	FL121W	05-Jun-2021 04:00	25-Jun-2021 16:00	LION SERVICE	20	<input type="button" value="Select"/>	<input type="button" value="View Details"/>
MSC SVEVA	FL122W	15-Jun-2021 20:00	08-Jul-2021 16:00	LION SERVICE	23	<input type="button" value="Select"/>	<input type="button" value="View Details"/>

查看该条船明细及确认选择

2.2 电子订舱 – 第二步：货柜及货品



- 输入柜型/柜数/货物毛重/货物商品海关编码及货名等相关信息：

The screenshot shows the 'Add Container' form with the following fields and annotations:

- Container Type:** Select Equipment Type (Annotation: 柜型)
- Amount:** 1 (Annotation: 柜子数量)
- Container Number(s):** (use semicolons between each container number)
- Requires Fumigation
- Shipper Owned
- Freight All Kinds:**
- Gross Cargo weight:** (Annotation: 货物毛重) Kgs
- Volume:** cu.m.
- Number of Packages:**
- Package Type:** Select a Package Type
- Hazardous cargo:** Non-Hazardous (Annotation: 选择是否(非)危险品)
- Harmonized Code:** Select a Harmonized Code (Annotation: 商品海关编码)
- Select a Commodity (Type here for Search):** Select a Commodity (Type here for Search) (Annotation: 选择对应的货名)
- Short Description:**
- Buttons:** Cancel, Save

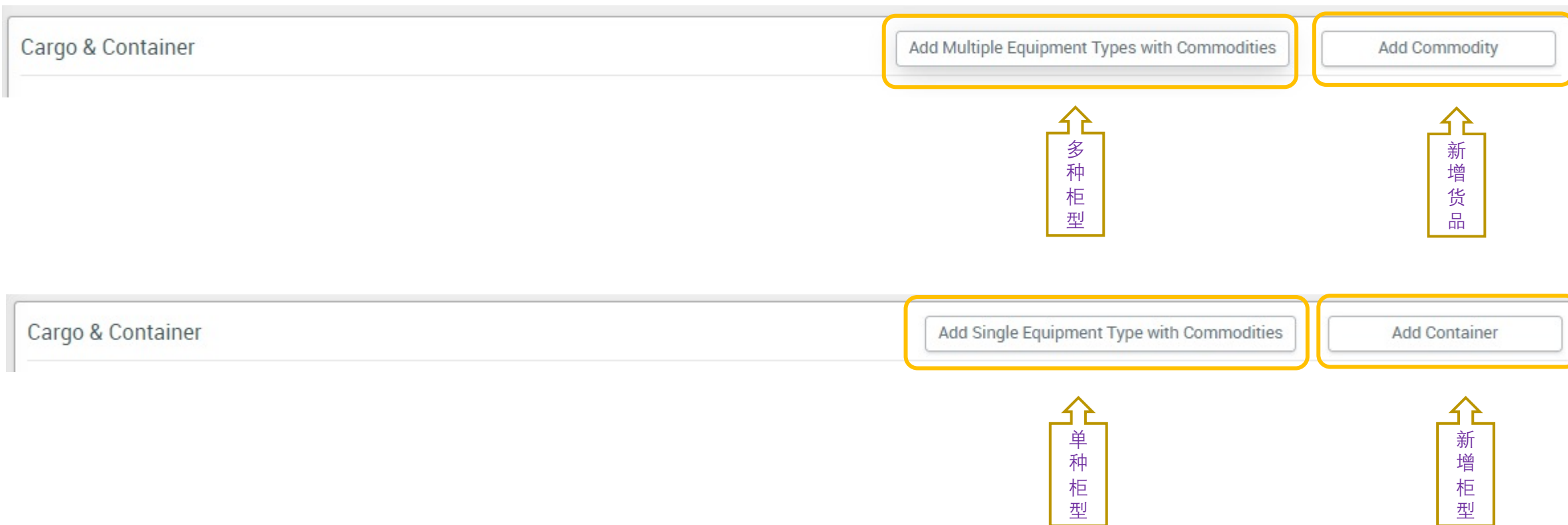
****提示：**

对于特殊柜型/危险品等货物，须录入所需信息，并且提交相关资料至MSC本地代理各航线的客服部门。

2.2 电子订舱 – 第二步：货柜及货品



- 根据订单柜型及货品种类选择输入：



2.2 电子订舱 – 第三步：费用及特殊要求



- 输入相关海运费合同号及其付款方式

注意事项: 如有**任何特殊要求**（例如：提单签署类别（要求SWB），本地费用的付款方式，第三地付款，Name account，AMS /ACI filing party 等），请把信息录入到“**Customer Comments**”空白处。

Shipment Rates Basis

NOTE: Type of payment refers to the payment location of the freight charges.
If you require multiple locations, you can specify them in the comment section.
For any inquiries, please contact your local MSC Agency.

Pricing From:*

Tariff

Service Contract Number

Quotation Number

Service Contract Number:

Quotation Number:

Type of Payment Requested:*

Select a Payment Type

Customer Comments:

本地费用付款方式，提单签署类别（要求SWB）等特殊要求可在此清晰注明

2.2 电子订舱 – 第四步：订单相关方



- 择所注册的MSC 订舱代理及公司名并根据需求输入相关的PARTIES

Booking Client

Booking Office:*
Select a Booking Office

Booking Reference:

Company Name:*

Contact

Name:
XXXXXXXXXXXX

Phone Number:*XXXXXXXXXXXX

Fax:

Email:*XXXXXXXXXXXX

Shipper ← 必须填写完整的发货人信息

Forwarder ← 选填项，不填则默认等同于订舱方

Notify ← 必须填写完整的通知人信息

Second Notify ← 如有，必须填写完整的第二通知人信息

Consignee ← 必须填写完整的收货人信息

Invoicing Company ← 选填项，不填则默认等同于订舱方

Previous Next

2.2 电子订舱 – 订单信息确认



** 收到eBooking Confirmation, 仅表示该票订舱已成功发送至我司, 请继续等待我司进一步的订舱信息审核。订单确认后, 我司会再次发送订单确认 (所有地区)、提柜纸 (仅华南及香港地区) 至注册邮箱。

eBooking summary

Shipment information	
Port of loading	YANTIAN, China
Port of discharge	SINES, Portugal
Intermodal at origin request	GAOMING 44
Intermodal at destination request	MOT : BARGE Bobadela 11, Portugal
Sailing schedule request	MOT : RAIL MSC TERESA/FL116W ETD 18-May-2021 22:00

eBooking Confirmation

Your eBooking request has been successfully created and submitted for agency confirmation.

Your eBooking Reference number is : **REFEBK01462167**

Please note that empty containers cannot be released until the booking is confirmed.

Current status is pending MSC agency confirmation

[Go to Dashboard](#)

Container and cargo

Parties

Other information

Customer comments

Multiple bookings

E Booking number:
华南/香港: REFEBK + 8 digit
华北: REFEBKC + 8 digit

2.3 其他功能



QUOTES **EBOOKING** SHIPPING INSTRUCTIONS ARRIVAL NOTICE BILL OF LADING INVOICE

From Date: (UTC) 16-May-2021 To Date: (UTC) 16-May-2021 Search

MSC Agency	Booking Number	Global Reference Number
Select Agency		
CHINA-SOUTH		REFEBK01462172

取消订单 (Cancel Order) 复制订单 (Copy Order)

- Instant quote (报价查询)
- Shipping instruction (提单补料)
- Documents (提单复印件下载)
- Tracking (订单追踪)
- Schedules (船期查询)
- Solas VGM (VGM递交)

Wang (个人账户)

My Account (注册信息查询及修改)

EN (选择合适的页面语种)

Download User Guide (下载相关用户手册)

View Announcements

Contact Book

Terms and Conditions

Add New MSC Agency (联系列表：在联系列表中添加维护常用公司信息后，可在第四步填写发货人、通知人、收货人等信息时，在列表中选择，而无需重复手动输入。新增MSC代理：只注册获取了VGM的权限需申请订舱/补料等权限或者需额外申请其他MSC代理的订舱/补料等权限)

Registration Status (注册状态)

Go to msc.com

Logout

Shipper

Same As: Please Select

Name: [Edit]

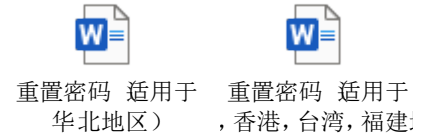
Location: My contacts Shipper

Name	Address	Location
ABC LTD	TEST	TEST

2.4 常见问题解答 – 注册



- ❖ Q - 无法登录成功，提示 “ 用户名或密码错误 ” 。
- A - 首先查看首页进入的链接是否与注册的一致， 确认无误后仍无法登录成功， 可尝试重置密码。



- ❖ Q - 申请开通订舱功能的信息提交后收到未通过审核的通知。
- A - 查看提交的注册信息是否完整， 如有收到MSC要求提供相关完整信息/资料的邮件， 须在2个工作日内回复， 否则该注册申请将被驳回。
必要注册信息: 注册公司名/地址/联系电话/邮箱地址/税号(中国大陆公司)

- ❖ Q - E-booking使用功能未通过审核， 能否使用VGM功能？
- A - 无论审核是否通过， 注册用户都可以使用VGM递交功能。

- ❖ Q - 同一个账号（邮箱地址）是否可以新增或者修改公司名？
- A - 可以， 需联系MSC。

- ❖ Q - 华北地区的账号密码是否与香港/台湾/华南地区通用？
- A - 不能， 须进入各自的链接注册和使用。

2.4 常见问题解答 – 订舱及其他



- ❖ Q - 无法选择到所需船期，譬如船名航次不匹配，船期处显示为空白。
A - 根据ETD/ETA选择时间即可，也可以在订舱第3步的 “ Customer comment’ ’ 处写清楚所订船名航次。

- ❖ Q - 是否可以通过Mymsc.com提交补料？
A - 目前只有通过Mymsc.com订舱的Booking才能通过Mymsc.com提交补料，后续是否更新可咨询我司文件部。

- ❖ Q - 通过Mymsc.com所下Booking，如果是一号多柜是否可以拆提单，反之，一号一柜是否可以合并提单？
A - 目前不行，须在订舱阶段安排好Booking所对应提单数量，后续是否更新可咨询我司文件部。

3. 通过MSC 订舱代理订舱



Number	Agent Name	Booking wisdom	Name	Tel
1	XIAMEN PENAVICO INTERNATIONAL FREIGHT & FORWARDING CO.,LTD.	msc-booking@penalogi.com.cn	Monica Huang	Tel: +86 0592-2611352
2	FUJIAN WALMAY INT'L LOGISTICS CO.,LTD.	xia.msc@walmay.com	Donna	Tel: +86 0592-2655539 / Mobile: 18750947730
3	FALCON GLOBAL (XIAMEN) LOGISITCS CO.,LTD.	op1@xmn.falcon-log.com	Ivy	Tel: +86 0592-2688939 / Mobile:18030011599
4	CASA CHINA LIMITED SHENZHEN XIAMEN BRANCH	BOOKING@SCXM.CASALOGISTICS.COM	Evelyn	Tel: +86 0592-2382957
5	DYNAMIC NETWORK CONTAINER LINE LIMITED	toml.xm@fordpointer.com	Tom Liao	Tel: +86 0592-8127825
		wilsonc.xm@fordpointer.com	Wilson Cai	Tel: +86 0592-8127820
		bettyz.xm@fordpointer.com	Betty Zheng	Tel: +86 0592-8127822
6	WORLDWIDE LOGISTICS CO.,LTD XIAMEN BRANCH	xmn.booking@worldwide-logistics.cn	Hill Yao	Tel: +86 0592- 5602622 / Mobile: 13859951442
7	HONOUR LANE SHIPPING LIMITED XIAMEN BRANCH	sallywuxm@hlsholding.com.cn	Sally Wu	Tel: +86 0592-5679873
8	CHINA INT'L FREIGHT CO.,LTD	Karen@xmn.cifservice.com	Karen Luo	Tel: +86 0592-2923540 / Mobile: 13400637169
9	ORIENT EXPRESS CONTAINER CO.,LTD. XIAMEN BRANCH	docs.xm@oecgroup.com.cn	Crystal Cai(直接客户)	Tel: +86 0592-5350625
			Eva Shao (货代订舱)	Tel: +86 0592-5350610
10	Eternity Int'l Freight Forwarder (Shenzhen) Ltd. Xiamen Branch	STEVEN@EIFFXMN.COM.CN	Steven	Tel: +86 0592-2100597 / Mobile:13616023115
11	C.H.ROBINSON FREIGHT SERVICES(CHINA) LTD.XIAMEN BRANCH	yolanda.huang@chrobinson.com	Yolanda Huang	Tel: +86 0592-6019515 Ext 310 / Mobile: 86.13950084561
12	TOPOCEAN CONSOLIDATION SERVICE (CHINA) LTD. SHENZHEN BRANCH	annanie_xmn@topocean.com.cn	Annanie Yan	Tel: +86 0592-2396116
13	XIAMEN FINIGATE INTEGRATED LOGISTICS CO.,LTD.	xmop1@finigate.net	Freda Chen	Tel: +86 0592-2335870
14	HECNY TRANSPORTATION (SHANGHAI) LIMITED XIAMEN BRANCH	jimmychen@hecny.com	Jimmy Chen	Tel: +86 0592-5680451/2619116/2619126

4. 通过INTTRA订舱



客人可通过INTTRA 订舱系统直接订舱。

5. 其他备注信息



1. 关于非美线的订舱，以上四种订舱方式都可适用。
2. 关于美线订舱，对于和MSC 没有合约的中小型客户，建议客户可自行选择MSC 美线订舱代理直接接洽。
3. 如有任何疑问，欢迎电邮或电话咨询。

MSC 客服部门：CN177-MSCXiamenCSR@msc.com

[Tel: +86 5350290](tel:+865350290) Cathy He

[Tel: +86 5350260](tel:+865350260) Susan Song

MSC 销售部门：CN177-MSCXMNSALES@msc.com

[Tel: +86 5350284](tel:+865350284) Joe Zou

[Tel: +86 5350285](tel:+865350285) Samuel He

[Tel: +86 5350363](tel:+865350363) Robert Tu

m
sc