

Here is an update on booking requirements for the US

With your cargo planning in mind, we would like to take this opportunity to remind you of our minimum booking requirements, first introduced in April 2021. By providing this information in advance, we can ensure faster response times and maintain the accuracy of your invoices.

Here's what we kindly ask you to include in your booking requests:

- Valid contract or quote rate filing:
 - For quotations, submission must be made before the "Offer Expires at Date."
 - Shipment Tariffing Date must fall between the "Valid From" and "Valid To" dates.
 - Details must match the booking information, including commodity, routing, and container type.
- Routing details (as per contract rate or quotation) / load address with contact details for door moves.
- Container size/type/quantity.
- Cargo Weight (per container) in either pounds or kilograms.
 - As tonnage is considered for vessel planning, booked weights need to be declared as close to actual as possible to avoid unexpected over allocation rolls for discrepancies caused by booked vs. actual, and any discrepancies will be for customer account.
- Commodity (Note: FAK, GDSM, General Cargo, or Trade Names are not accepted).
- Where applicable: Temperature (in Celsius) and Vent Settings (for air exchange).
- Full Contact details of the USA booking party (including name, phone number, and email address).
- Marketing Party ("MR") which was provided with your quotation or contract details. We kindly ask you to submit the "MR" in the remarks section via your online platform in this format: "MR: ABCDEF 123" (please ensure there is a space before and after the MR code.)
- Out-Of-Gauge (OOG): Cargo Dimensions (Length/Width/Height).
- DG Details: Confirmation if Dangerous Goods are involved, and please email export customer service your preliminary hazardous declaration.

Please note that failure to provide this information will result in your booking not being processed. In such cases, you will be asked to submit a new booking request with complete details.

If you should require additional information or have questions, please feel free to reach out to our customer service team at your [location](#), who will guide you based on your individual situation.

Best Regards,
Hapag-Lloyd (America) LLC