

# Support guide-Delivery order



## Delivery Order

Delivery order allows you to arrange the ground freight from the customs warehouse to your business.

Before arranging the DO, you need to settle your delivery order details and pick up conditions with the forwarder who delivered the cargo to the US. Additional fees might be required by the forwarder and or the CFS (Container Freight Station).



After settling delivery and pick up conditions with the forwarder, you may use eezyimport platform to produce your delivery order.

## Delivery order

In order to submit a delivery order please press the truck icon in your Entry summary dashboard.

Another option is to enter from the Entry Summary, pressing the option button ,marked by [...] than press “Create/ View Delivery”

RECENT ENTRY SUMMARY (11) [Show all](#) [Show more](#) [Refresh](#)

Eezyimport / CBP	Arrival date	Trip#	From	Estimated fee	Status	Actions
 ES7083090	05/08/2020	001E	CH		<b>BROKER SENT</b> <span>●</span> Awaiting response	 ...

### Entry Summary: ES5311239

All right, we're almost there!  
Review all the information below. Make sure it  
changes if you need.

#### Attach documents:

Upload documents : Bill of lading, Commer  
documents - Permits / PGAs

Print (Export to PDF)

Duplicate

Create/View Delivery

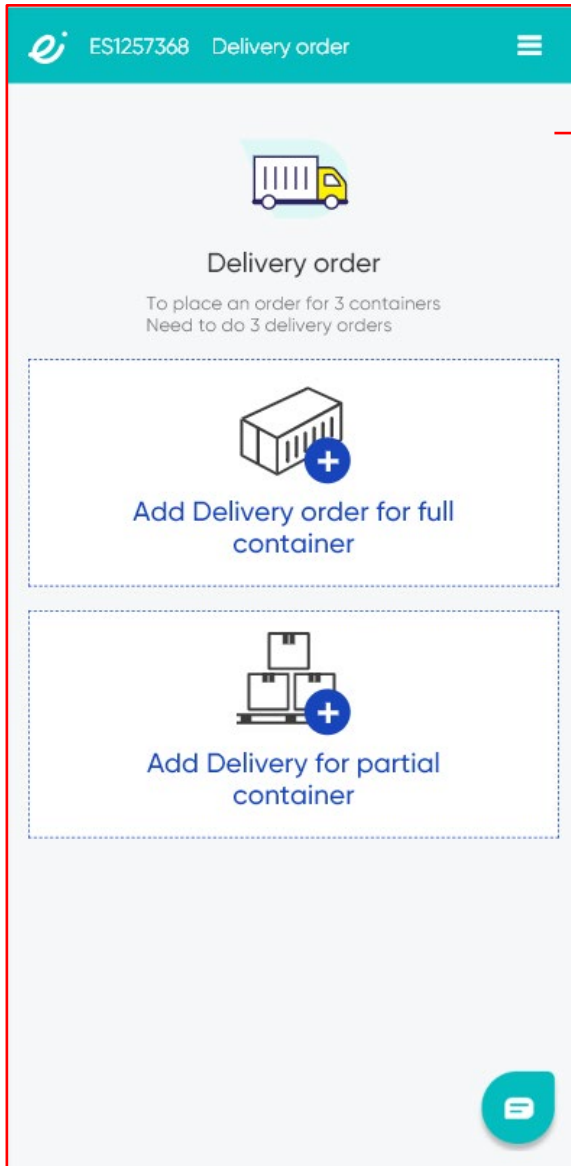
Delete



## Delivery Order

Choose the relevant container type , and start filling in the delivery order information.

You are asked to fill in trucker information, date of pick up from the warehouse, including a time frame, and the shipment information as requested.



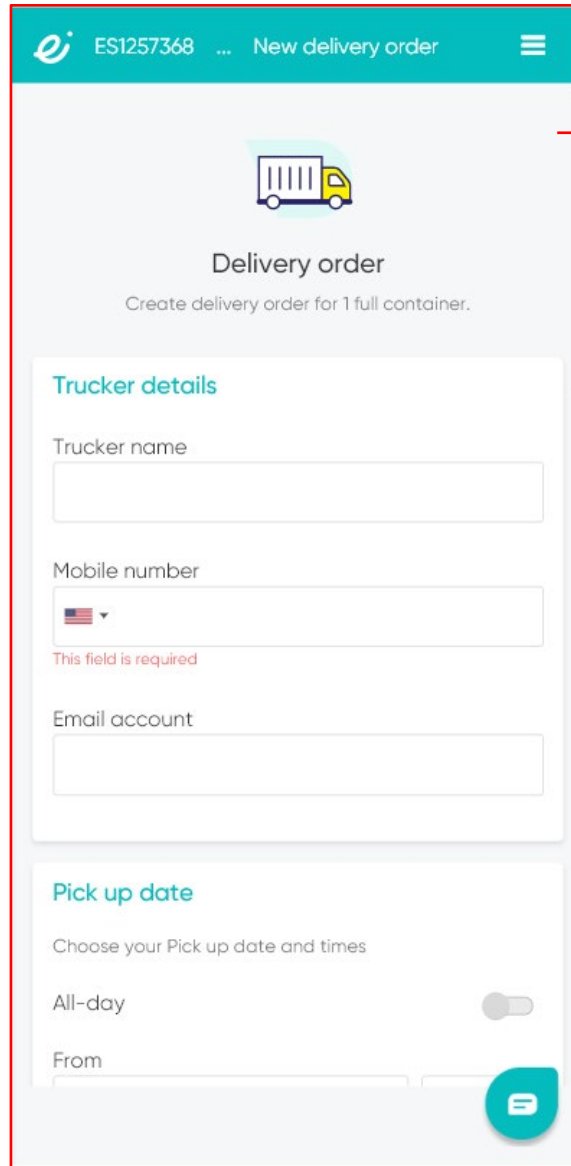
ES1257368 Delivery order

**Delivery order**  
To place an order for 3 containers  
Need to do 3 delivery orders

**Add Delivery order for full container**

**Add Delivery for partial container**

Bottom right: Chat icon



ES1257368 ... New delivery order

**Delivery order**  
Create delivery order for 1 full container.

**Trucker details**

Trucker name

Mobile number

This field is required

Email account

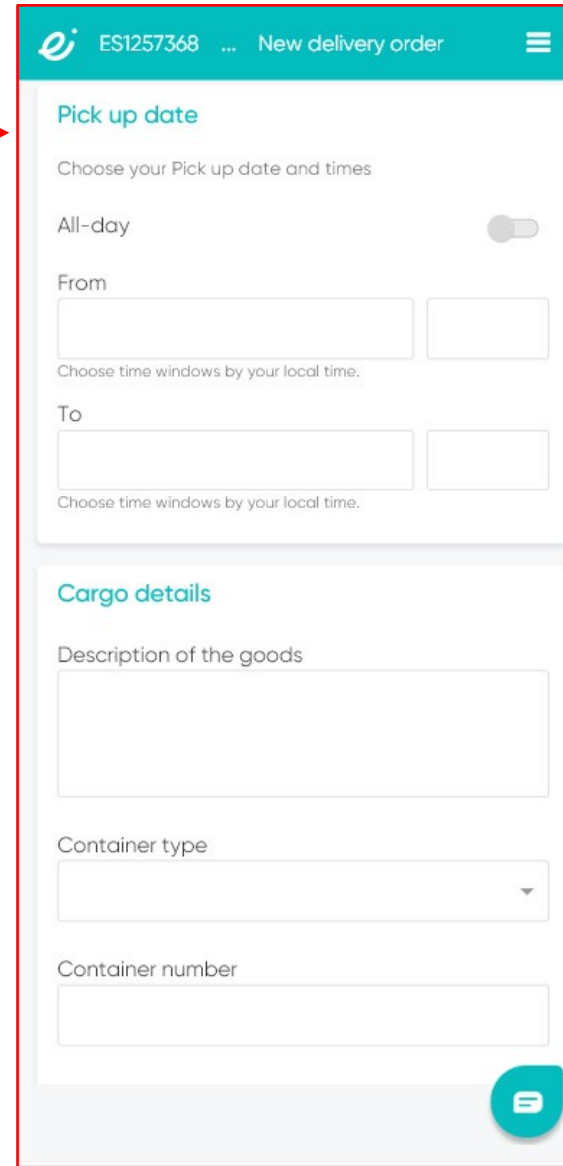
**Pick up date**

Choose your Pick up date and times

All-day

From

Bottom right: Chat icon



ES1257368 ... New delivery order

**Pick up date**

Choose your Pick up date and times

All-day

From

Choose time windows by your local time.

To

Choose time windows by your local time.

**Cargo details**

Description of the goods

Container type

Container number

Bottom right: Chat icon



## Delivery Order

After you've finished filling in all the required details, press "Save".

ES1257368 ... New delivery order

Marks and Numbers

Unique description of the goods

Gross Weight

KG

KG/LB

**Deliver to: (Ship-to Info)**

Ship-to Address: John Smith CV  
7 5th avenue, New York  
United States, New York

Mobile number: +972542586794

Email address: JohnSmithCV4@gmail.com

Use Location of Goods from Shipment Details  
E135, NEW YORK SAND & STONE LLC, NY,  
BROOKLYN, 63 FLUSHING AVE

Change Location of Goods

Add Pickup location manually

ES1257368 ... New delivery order

Mobile number: +972542586794

Email address: JohnSmithCV4@gmail.com

Use Location of Goods from Shipment Details  
E135, NEW YORK SAND & STONE LLC, NY,  
BROOKLYN, 63 FLUSHING AVE

Change Location of Goods

Add Pickup location manually

Notes

Save



## Delivery Order

After saving the information you will see the summary and can finalize it by sending the Delivery Order as PDF to the trucker. Press Send to trucker.

ES1257368 Delivery order




### Delivery order

To place an order for 3 containers  
Need to do 3 delivery orders



**Add Delivery order for full container**



**Add Delivery for partial container**

**Delivery order DO6705693**

Trucker TEST TRUCKER  
+(112) 344-47-89  
TEST@TEST.COM

Pick up date from 08/12/2020 3:00 AM



ES1257368 Delivery order

**Delivery order DO6705693**

Trucker TEST TRUCKER  
+(112) 344-47-89  
TEST@TEST.COM

Pick up date from 08/12/2020 3:00 AM

Pick up date to 08/13/2020 3:00 AM

To John Smith CV  
7 5th avenue, New York  
United States, New York  
+(972) 542-58-67  
JohnSmithCV4@gmail.com

Pickup Location E135,NEW YORK SAND & STONE  
LLC,NY,BROOKLYN,63  
FLUSHING AVE

MBL ONEY999888777

HBL PNVH111222888

**Importer info**

ID number 57-123456789

Name John Smith CV

**Shipment details**


Vessel name

Voyage number T123

Place of delivery (Port of Unloading)  
4601 New York/Newark Area, New Jersey

Estimated time of arrival/Arrival Date  
08/10/2020

Location of goods  
E135 NEW YORK SAND & STONE LLC



ES1257368 Delivery order

LLC,NY,BROOKLYN,63  
FLUSHING AVE

MBL ONEY999888777

HBL PNVH111222888

**Importer info**

ID number 57-123456789

Name John Smith CV

**Shipment details**

Vessel name  
TEST

Voyage number  
T123

Place of delivery (Port of Unloading)  
4601 New York/Newark Area, New Jersey

Estimated time of arrival/Arrival Date  
08/10/2020

Location of goods  
E135 NEW YORK SAND & STONE LLC

**Send to trucker**

