



# SOC CONTAINER BOOKING PROCEDURE

## 货主自备箱订舱流程

(自 2012 年 4 月 25 日起生效, 2020 年 11 月 9 日更新保函格式)

订舱代理发送电子订舱EDI至我司, 并发送邮件格式的保函(由发货人和订舱代理盖章的扫描件即可)至我司相关人员处确认;

Booking Agent to send SO (Shipping Order/Booking) via EDI to MSC Shanghai and send scan version of Letter of Indemnity (LOI) which shall be stamped by both shipper and booking agent to MSC related departments by email with standard subject;

**邮件主题(Email Subject):** SOC LOI -V/V -Booking Number

**邮件地址(Email Address):**

关单号前缀 Booking Pre-fix	发送地址 Send email to address
P, Q, U	出货地为上海: <b>CN177-MSCSHASALESTP@msc.com</b>
	出货地为其它长江流域地区, 请发送至当地销售: 南京: <b>CN177-MSCNANJINGSALESGROUP@msc.com</b> 武汉: <b>CN177-MSCWUHANSTAFFS@msc.com</b> 重庆: <b>CN177-MSCCHONGQINGSTAFFS@msc.com</b>
除 P, Q, U 外	所有出货地均发送至: <b>CN177-MSC-SHA-logistics@msc.com &amp; CN177-MSCSHABooking@msc.com</b>

**邮件内容(Email contents):**

由发货人和订舱代理盖章的“货主自备箱保函”扫描件，格式可从联东网站下载（地址如下）。  
Scan version of “Letter of Indemnity for SOC”, which shall be stamped by both shipper and  
booking agent. LOI format can be downloaded from LINDO website as follows.

<http://web.lindomsc.com/show.aspx?CatIDX=92&IDX=128>

待我司销售/订舱/箱管确认后，客服订舱组会进行最终确认操作。

After confirmation by Sales/booking/equipment teams, MSC Shanghai booking team will verify doc  
restriction and confirm booking in system finally.

借此契机，我司衷心感谢贵司一如既往的厚待与合作。如有任何疑问，欢迎垂询

Mediterranean Shipping Company (Shanghai) Limited

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