

How to Print LCL Arrival Notices from the Troy Container Line Website

All registered users can view, print and download their freight arrival notices from the Troy Container Line website by following the simple procedure outlined below. Please note that only those arrival notices created from the time of registration are available for viewing and downloading.

- Log-In to the Troy Container line website just as you would for quotes and bookings. From your browser, enter <u>www.troylines.com</u>. From the landing page, log in to the system by providing your email and password in the space provided.
- 2) Next, click on the "EXPORTS" and then the "LCL" elements to navigate to the LCL Export page, just as you would to obtain a quote or make a booking.
- 3) Click on the "BOOKING" element. The LCL Booking page will be displayed.
- 4) Click on the "VIEW ARRIVALS" element.

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*VESSEL: (Enter Cargo Ready Date or select Vessel from schedule I	COMMENTS: below)							
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			VIEW ARRIVAL	B122003	918148	3/30/2016 1:33:54 PM					
			VIEW ARRIVAL	B121960	918142	3/29/2016 10:15:54 AM					
			VIEW ARRIVAL	B121956	918126	3/28/2016 1:16:46 PM					
			VIEW ARRIVAL	B121876	918099	3/24/2016 1:33:59 PM					
			VIEW ARRIVAL	B121868	468733	3/23/2016 3:43:16 PM					
			VIEW ARRIVAL	501757	468676	3/22/2016 5:31:04 PM					
			VIEW ARRIVAL	B121807	918051	3/22/2016 9:42:08 AM					
			VIEW ARRIVAL	B121780	918034	3/21/2016 9:51:11 AM					
			VIEW ARRIVAL	B121695	918018	3/17/2016 1:40:23 PM					
			VIEW ARRIVAL	501294	917984	3/15/2016 3:59:36 PM					
			VIEW ARRIVAL	B121655	917958	3/15/2016 2:37:57 PM					

- 5) Enter the booking or arrival notice number for the freight arrival notice you require by entering a search pattern in the search box. You can also scroll through the list of available arrival notices. Select the arrival notice you want by clicking on the "VIEW ARRIVAL" element.
- 6) You will then see the arrival notice as an Adobe PDF document. You can view the document as any .pdf document. To print the document, click the "print" icon in the adobe menu bar. To download the document, click the "download" icon and specify the location to store the document on your network. When finished with the document, close the pdf window and you will be returned to the Arrival Notices selection page on the Troy Container Line website. When you are completely finished with this function, click the webpage back-arrow or select one the items on the menu.

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