

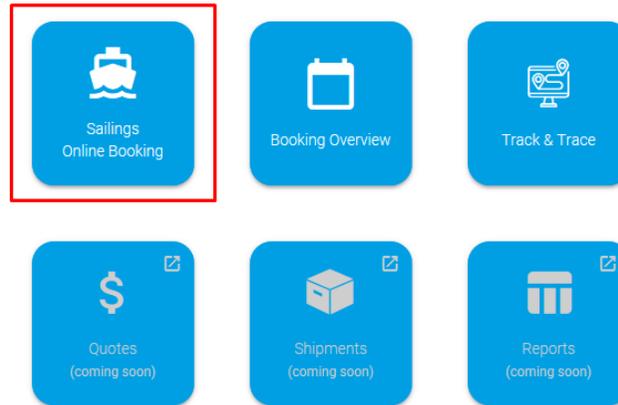
How to create a booking in NVOGO

This manual explains how you can create a booking in NVOGO.

1. Go to <https://nvogo.nvoconsolidation.com> and click on Sailings / Online Booking to search for sailing schedules.



NVOGO



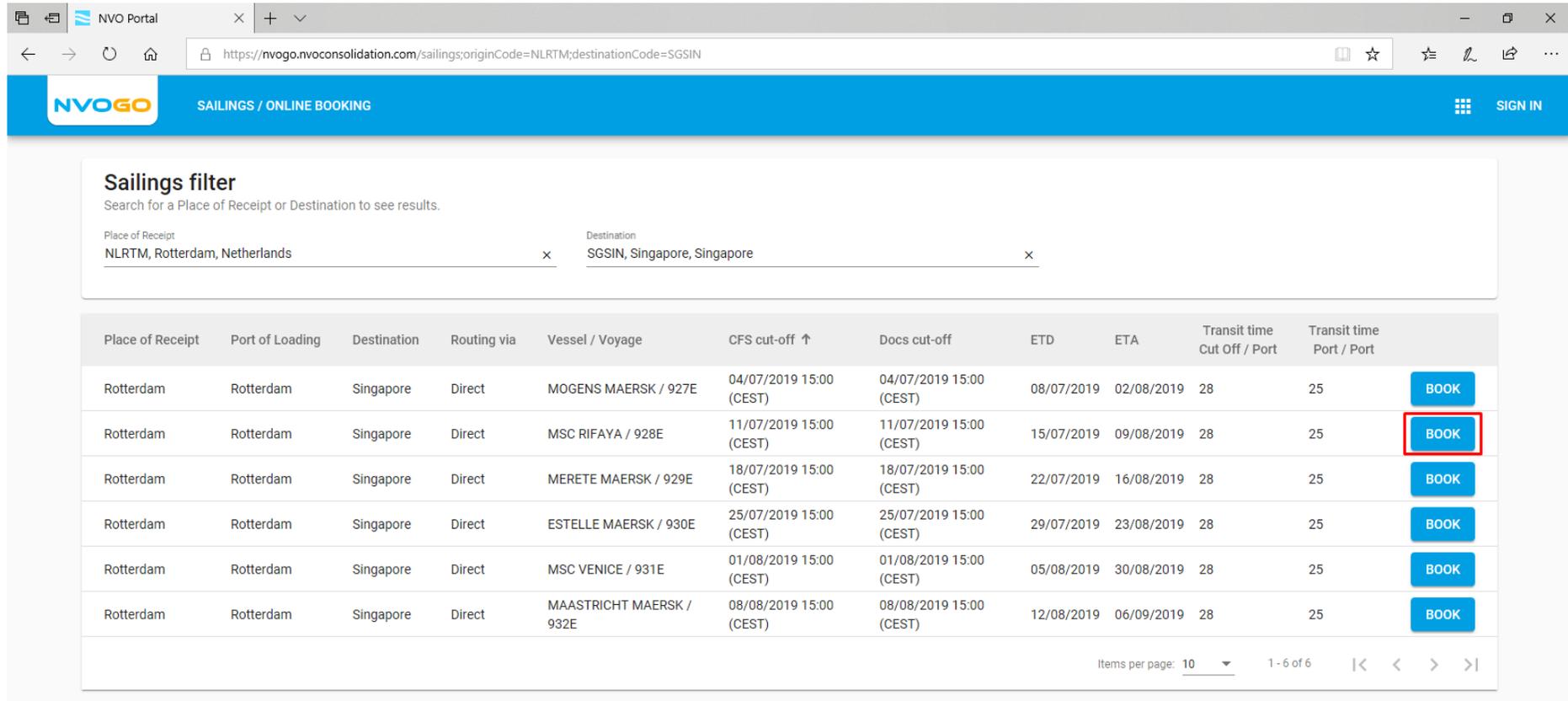
- Enter the place of receipt and destination according to your wishes to search for available sailing schedules. In this example, we will be creating a booking with place of receipt Rotterdam, the Netherlands (NLRTM) and destination Singapore, Singapore (SGSIN). After entering the details, all available sailings will appear and you can select one of the sailings to create a booking.

Place of Receipt	Port of Loading	Destination	Routing via	Vessel / Voyage	CFS cut-off ↑	Docs cut-off	ETD	ETA	Transit time Cut Off / Port	Transit time Port / Port	
Rotterdam	Rotterdam	Singapore	Direct	MOGENS MAERSK / 927E	04/07/2019 15:00 (CEST)	04/07/2019 15:00 (CEST)	08/07/2019	02/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MSC RIFAYA / 928E	11/07/2019 15:00 (CEST)	11/07/2019 15:00 (CEST)	15/07/2019	09/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MERETE MAERSK / 929E	18/07/2019 15:00 (CEST)	18/07/2019 15:00 (CEST)	22/07/2019	16/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	ESTELLE MAERSK / 930E	25/07/2019 15:00 (CEST)	25/07/2019 15:00 (CEST)	29/07/2019	23/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MSC VENICE / 931E	01/08/2019 15:00 (CEST)	01/08/2019 15:00 (CEST)	05/08/2019	30/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MAASTRICHT MAERSK / 932E	08/08/2019 15:00 (CEST)	08/08/2019 15:00 (CEST)	12/08/2019	06/09/2019	28	25	BOOK

It is also possible to download all sailings as a CSV file. In order to do so, empty the search fields and click on **download all sailings** below the search grid.

Select a Place of Receipt and Destination to see available sailings or [download all sailings](#) as a CSV file.

- Select the sailing you prefer and start creating a booking by clicking on the **BOOK** button. In this example, we are creating a booking for the sailing with Vessel MSC RIFAYA, Voyage 928E, which has an ETD of 15/07/2019.



Sailings filter
Search for a Place of Receipt or Destination to see results.

Place of Receipt: NLRM, Rotterdam, Netherlands × Destination: SGSIN, Singapore, Singapore ×

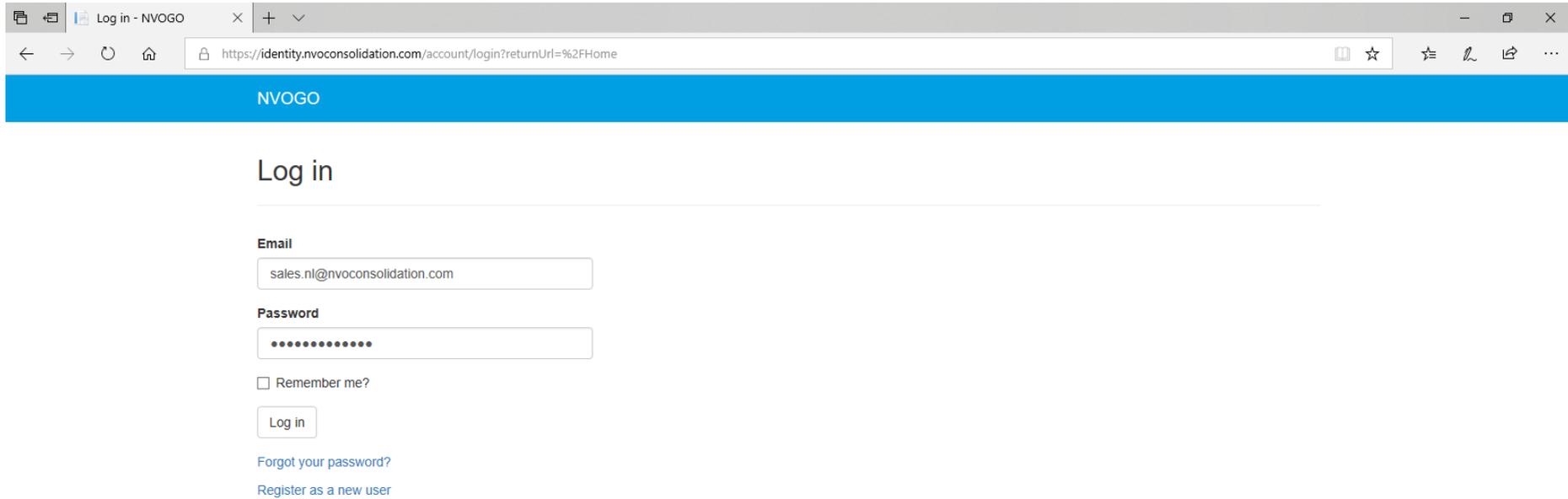
Place of Receipt	Port of Loading	Destination	Routing via	Vessel / Voyage	CFS cut-off ↑	Docs cut-off	ETD	ETA	Transit time Cut Off / Port	Transit time Port / Port	
Rotterdam	Rotterdam	Singapore	Direct	MOGENS MAERSK / 927E	04/07/2019 15:00 (CEST)	04/07/2019 15:00 (CEST)	08/07/2019	02/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MSC RIFAYA / 928E	11/07/2019 15:00 (CEST)	11/07/2019 15:00 (CEST)	15/07/2019	09/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MERETE MAERSK / 929E	18/07/2019 15:00 (CEST)	18/07/2019 15:00 (CEST)	22/07/2019	16/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	ESTELLE MAERSK / 930E	25/07/2019 15:00 (CEST)	25/07/2019 15:00 (CEST)	29/07/2019	23/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MSC VENICE / 931E	01/08/2019 15:00 (CEST)	01/08/2019 15:00 (CEST)	05/08/2019	30/08/2019	28	25	BOOK
Rotterdam	Rotterdam	Singapore	Direct	MAASTRICHT MAERSK / 932E	08/08/2019 15:00 (CEST)	08/08/2019 15:00 (CEST)	12/08/2019	06/09/2019	28	25	BOOK

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4. After clicking on the **BOOK** button, you will need to login with your NVOGO account if you are not already logged in. Please enter your login details and click on **Login**.

If you don't have an NVOGO account yet, please click on **Register as a new user** to create a new account. This is further explained in [this manual](#).

If you forgot your password, please click on **Forgot your password?** to reset your password. This is further explained in [this manual](#).



Log in - NVOGO

https://identity.nvoconsolidation.com/account/login?returnUrl=%2FHome

NVOGO

Log in

Email

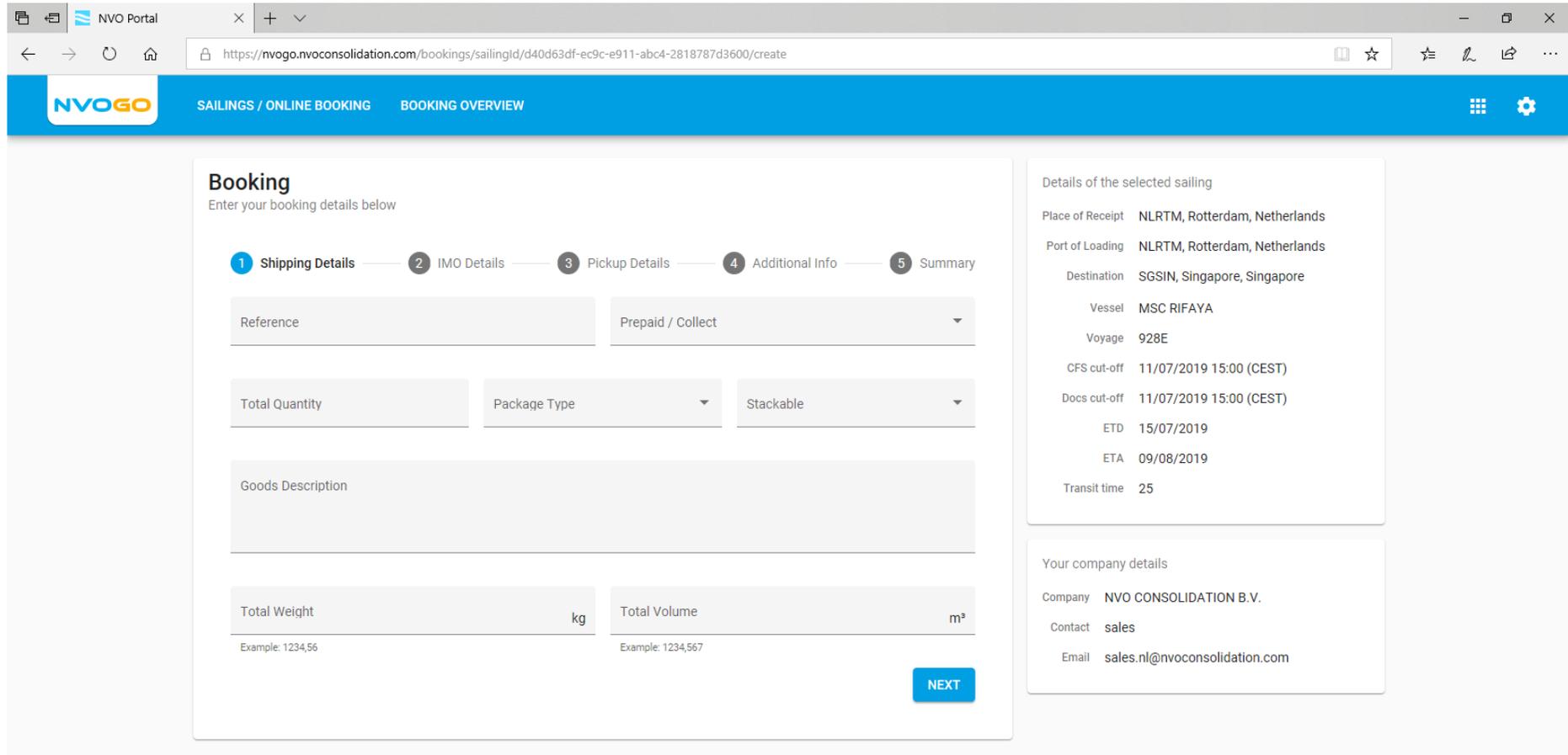
Password

Remember me?

[Forgot your password?](#)

[Register as a new user](#)

- After logging in, you will be taken to the Booking screen. In this screen, you can enter your shipping details and see the sailing details (from the selected sailing) on the right side of your screen.



The screenshot shows the NVOGO Booking screen in a web browser. The browser address bar shows the URL: <https://nvogo.nvoconsolidation.com/bookings/sailingId/d40d63df-ec9c-e911-abc4-2818787d3600/create>. The page has a blue header with the NVOGO logo and navigation links for 'SAILINGS / ONLINE BOOKING' and 'BOOKING OVERVIEW'. The main content area is titled 'Booking' and includes a progress bar with five steps: 1. Shipping Details (active), 2. IMO Details, 3. Pickup Details, 4. Additional Info, and 5. Summary. The 'Shipping Details' form includes fields for Reference, Total Quantity, Goods Description, Total Weight (kg), and Total Volume (m³). A 'Prepaid / Collect' dropdown menu is also present. To the right, there are two summary boxes: 'Details of the selected sailing' and 'Your company details'.

Booking
Enter your booking details below

1 Shipping Details — 2 IMO Details — 3 Pickup Details — 4 Additional Info — 5 Summary

Reference: Prepaid / Collect:

Total Quantity: Package Type: Stackable:

Goods Description:

Total Weight: kg Total Volume: m³
Example: 1234,56 Example: 1234,567

Details of the selected sailing

Place of Receipt	NLRM, Rotterdam, Netherlands
Port of Loading	NLRM, Rotterdam, Netherlands
Destination	SGSIN, Singapore, Singapore
Vessel	MSC RIFAYA
Voyage	928E
CFS cut-off	11/07/2019 15:00 (CEST)
Docs cut-off	11/07/2019 15:00 (CEST)
ETD	15/07/2019
ETA	09/08/2019
Transit time	25

Your company details

Company	NVO CONSOLIDATION B.V.
Contact	sales
Email	sales.nl@nvoconsolidation.com

NEXT

6. Fill in the shipping details and click on the **NEXT** button.

The screenshot shows a web browser window with the URL <https://nvogo.nvoconsolidation.com/bookings/sailingId/d40d63df-ec9c-e911-abc4-2818787d3600/create#>. The page header includes the NVOGO logo and navigation links for 'SAILINGS / ONLINE BOOKING' and 'BOOKING OVERVIEW'. The main content area is titled 'Booking' and contains a progress bar with five steps: 1. Shipping Details (active), 2. IMO Details, 3. Pickup Details, 4. Additional Info, and 5. Summary. Below the progress bar, the 'Shipping Details' section includes several input fields: 'Reference' (CUSTOMER REFERENCE), 'Prepaid / Collect' (Prepaid), 'Total Quantity' (8), 'Package Type' (DRM - Drum), 'Stackable' (Yes), 'Goods Description' (COATING SOLUTION, H.S.CODE: 1234.56.78), 'Total Weight' (980,00 kg), and 'Total Volume' (5,150 m³). A 'NEXT' button is located at the bottom right of this section. To the right of the main form, there are two summary boxes. The first, 'Details of the selected sailing', lists: Place of Receipt (NLRM, Rotterdam, Netherlands), Port of Loading (NLRM, Rotterdam, Netherlands), Destination (SGSIN, Singapore, Singapore), Vessel (MSC RIFAYA), Voyage (928E), CFS cut-off (11/07/2019 15:00 (CEST)), Docs cut-off (11/07/2019 15:00 (CEST)), ETD (15/07/2019), ETA (09/08/2019), and Transit time (25). The second box, 'Your company details', lists: Company (NVO CONSOLIDATION B.V.), Contact (sales), and Email (sales.nl@nvoconsolidation.com).

- If IMO is applicable to your booking, please fill in the IMO Class and UN Number. If IMO is not applicable, please leave the fields empty. Click on the **NEXT** button to proceed. In this example, we select IMO Class 3, UN Number 1139 for Coating Solutions.

Note that **IMO Acceptance is always subject to carrier approval.**

The screenshot shows a web browser window with the URL <https://nvogo.nvoconsolidation.com/bookings/sailingId/d40d63df-ec9c-e911-abc4-2818787d3600/create#>. The page title is "Booking" and it prompts the user to "Enter your booking details below".

The interface features a progress bar with five steps: 1. Shipping Details, 2. IMO Details (current step), 3. Pickup Details, 4. Additional Info, and 5. Summary.

The "IMO Details" section contains three rows of input fields for "IMO Class" and "UN Number". The first row is filled with "3" and "1139" respectively. Below these fields, a note states "IMO Acceptance subject to carrier approval". At the bottom right of this section are "PREVIOUS" and "NEXT" buttons.

On the right side of the page, there are two summary panels:

- Details of the selected sailing:**
 - Place of Receipt: NLRM, Rotterdam, Netherlands
 - Port of Loading: NLRM, Rotterdam, Netherlands
 - Destination: SGSIN, Singapore, Singapore
 - Vessel: MSC RIFAYA
 - Voyage: 928E
 - CFS cut-off: 11/07/2019 15:00 (CEST)
 - Docs cut-off: 11/07/2019 15:00 (CEST)
 - ETD: 15/07/2019
 - ETA: 09/08/2019
 - Transit time: 25
- Your company details:**
 - Company: NVO CONSOLIDATION B.V.
 - Contact: sales
 - Email: sales.nl@nvoconsolidation.com

- You have the option to either deliver your cargo to our CFS yourself or let NVO Consolidation arrange this pre carriage for you. Select the applicable option at the top of your screen and, if selected **NVO arranges pre carriage**, fill in the required pickup details and click on the **NEXT** button. In this example, we will have NVO Consolidation arrange the pre carriage.

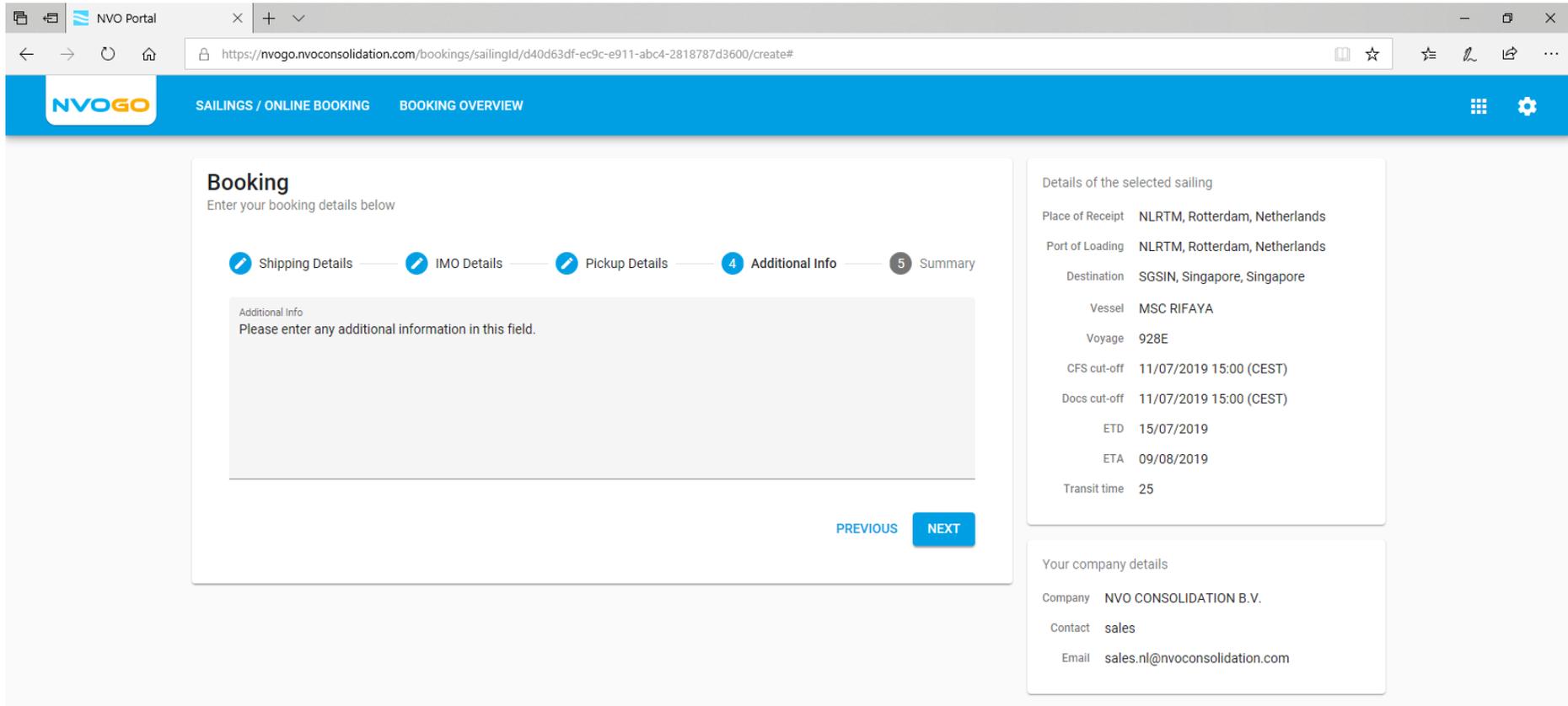
The screenshot shows the NVOGO online booking interface. The browser address bar displays the URL: <https://nvo.nvoconsolidation.com/bookings/sailingid/d40d63df-ec9c-e911-abc4-2818787d3600/create>. The page header includes the NVOGO logo and navigation links for 'SAILINGS / ONLINE BOOKING' and 'BOOKING OVERVIEW'. The main content area is titled 'Booking' and prompts the user to 'Enter your booking details below'. A progress bar shows five steps: 'Shipping Details', 'IMO Details', 'Pickup Details' (current step), 'Additional Info', and 'Summary'. Two radio buttons are present: 'Self delivery to CFS' (unselected) and 'NVO arranges pre carriage' (selected). The form fields are as follows:

- Pickup Reference: 1234 PICKUP REFERENCE
- Pickup date: 8/7/2019
- Company name: NVO CONSOLIDATION BV
- Pickup time: Between
- Address 1: 1E BARENDRECHTSEWEG 82
- From: 09:00, Until: 17:00
- Address 2: (empty)
- Post Code: 2992 XC, City: BARENDRECHT
- Country: NL - Netherlands, State (optional): (empty)
- UN/LOCODE: NLBRR, Barendrecht

At the bottom right of the form, there are 'PREVIOUS' and 'NEXT' buttons. To the right of the main form, there are two summary panels:

- Details of the selected sailing:**
 - Place of Receipt: NLRMT, Rotterdam, Netherlands
 - Port of Loading: NLRMT, Rotterdam, Netherlands
 - Destination: SGSIN, Singapore, Singapore
 - Vessel: MSC RIFAYA
 - Voyage: 928E
 - CFS cut-off: 11/07/2019 15:00 (CEST)
 - Docs cut-off: 11/07/2019 15:00 (CEST)
 - ETD: 15/07/2019
 - ETA: 09/08/2019
 - Transit time: 25
- Your company details:**
 - Company: NVO CONSOLIDATION B.V.
 - Contact: sales
 - Email: sales.nl@nvoconsolidation.com

9. If you have any additional information for your booking, please enter them in the Additional Info box. After adding the additional information, please click on the **NEXT** button to proceed.



The screenshot shows a web browser window with the URL `https://nvoغو.nvoconsolidation.com/bookings/sailingId/d40d63df-ec9c-e911-abc4-2818787d3600/create#`. The page header includes the NVOGO logo and navigation links for 'SAILINGS / ONLINE BOOKING' and 'BOOKING OVERVIEW'. The main content area is titled 'Booking' and contains a progress bar with five steps: Shipping Details, IMO Details, Pickup Details, Additional Info (current step), and Summary. Below the progress bar is a large text input field labeled 'Additional Info' with the instruction 'Please enter any additional information in this field.' At the bottom right of this field are 'PREVIOUS' and 'NEXT' buttons. To the right of the main form is a sidebar with two sections: 'Details of the selected sailing' and 'Your company details'.

Place of Receipt	NLRM, Rotterdam, Netherlands
Port of Loading	NLRM, Rotterdam, Netherlands
Destination	SGSIN, Singapore, Singapore
Vessel	MSC RIFAYA
Voyage	928E
CFS cut-off	11/07/2019 15:00 (CEST)
Docs cut-off	11/07/2019 15:00 (CEST)
ETD	15/07/2019
ETA	09/08/2019
Transit time	25

Company	NVO CONSOLIDATION B.V.
Contact	sales
Email	sales.nl@nvoغوconsolidation.com

10. After filling in all the details of your booking, you will get a summary with an overview of all entered information. After checking the booking details, you can click on **CONFIRM BOOKING** to finalize and confirm your booking.

The screenshot shows the NVOGO online booking system interface. The browser address bar displays the URL: <https://nvo.go/nvoconsolidation.com/bookings/sailingId/d40d63df-ec9c-e911-abc4-2818787d3600/create#>. The page title is "Booking" and the subtitle is "Enter your booking details below".

The main content area is divided into two columns. The left column contains a progress bar with five steps: Shipping Details, IMO Details, Pickup Details, Additional Info, and Summary (the current step). Below the progress bar, there are several sections for booking details:

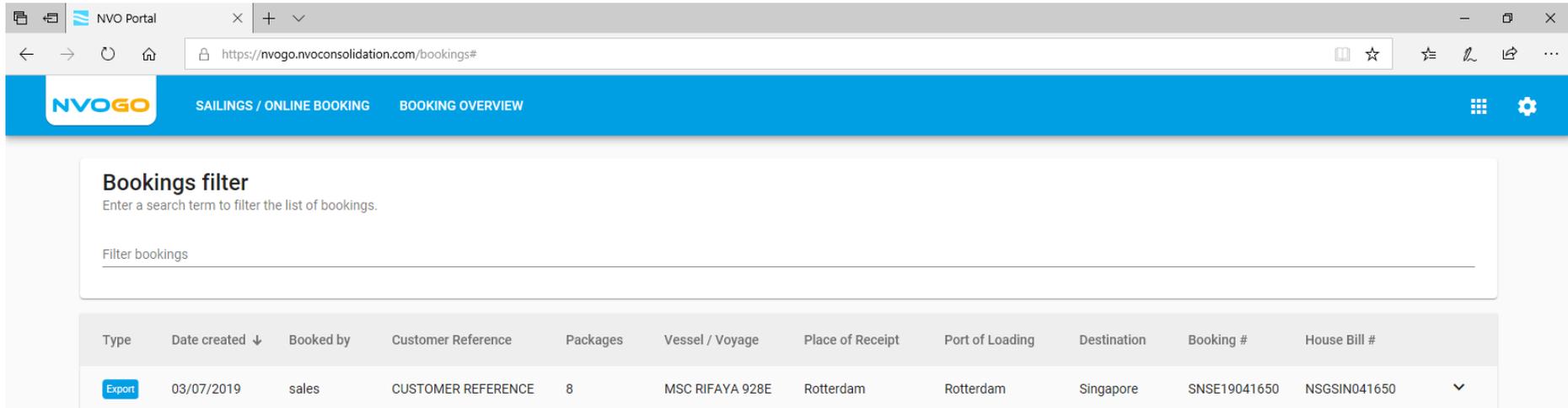
- Shipping Details:** Reference: CUSTOMER REFERENCE; Prepaid / Collect: Prepaid.
- Goods Description:** Description: COATING SOLUTION; H.S.CODE: 1234.56.78.
- Package Information:** Total Quantity: 8; Package Type: DRM - Drum; Total Weight: 980,00 kg; Total Volume: 5,150 m³; Stackable: Yes.
- IMO Details (IMO Acceptance subject to carrier approval):** Details: IMO 3 - UN 1139.
- Pickup Details:** Type: NVO arranges precarriage; Date: 08/07/2019; Reference: 1234 PICKUP REFERENCE; Time: Between 09:00 - 17:00; Company: NVO CONSOLIDATION BV; Address 1: 1E BARENDRECHTSEWEG 82; Post Code: 2992 XC; City: BARENDRECHT; State: -; Country: NL - Netherlands.
- Additional Info:** Info: Please enter any additional information in this field.

The right column contains two summary boxes:

- Details of the selected sailing:** Place of Receipt: NLRTM, Rotterdam, Netherlands; Port of Loading: NLRTM, Rotterdam, Netherlands; Destination: SGSIN, Singapore, Singapore; Vessel: MSC RIFAYA; Voyage: 928E; CFS out-off: 11/07/2019 15:00 (CEST); Docs out-off: 11/07/2019 15:00 (CEST); ETD: 15/07/2019; ETA: 09/08/2019; Transit time: 25.
- Your company details:** Company: NVO CONSOLIDATION B.V.; Contact: sales; Email: sales.nl@nvoconsolidation.com.

At the bottom of the page, there are two buttons: "PREVIOUS" and "CONFIRM BOOKING".

11. After confirming, you will be taken to the Booking Overview, where you will directly receive your Booking Number and House Bill number for your reference. You will also receive a confirmation email with the booking confirmation attached (see next point).

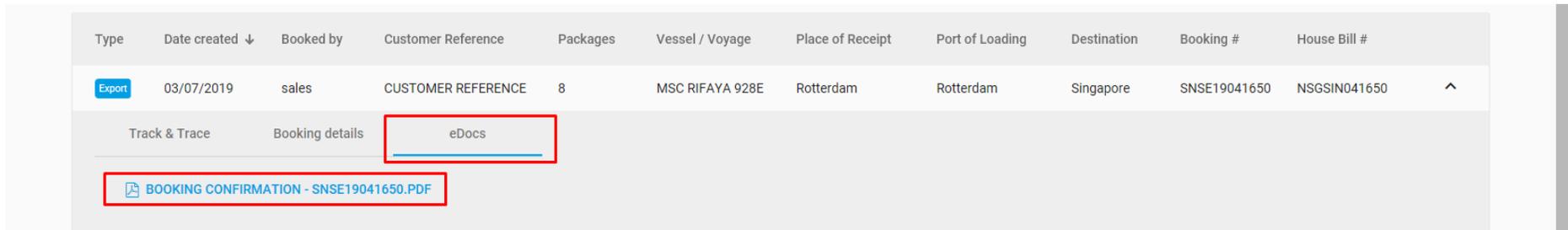


Bookings filter
Enter a search term to filter the list of bookings.

Filter bookings

Type	Date created ↓	Booked by	Customer Reference	Packages	Vessel / Voyage	Place of Receipt	Port of Loading	Destination	Booking #	House Bill #
Export	03/07/2019	sales	CUSTOMER REFERENCE	8	MSC RIFAYA 928E	Rotterdam	Rotterdam	Singapore	SNSE19041650	NSGSIN041650

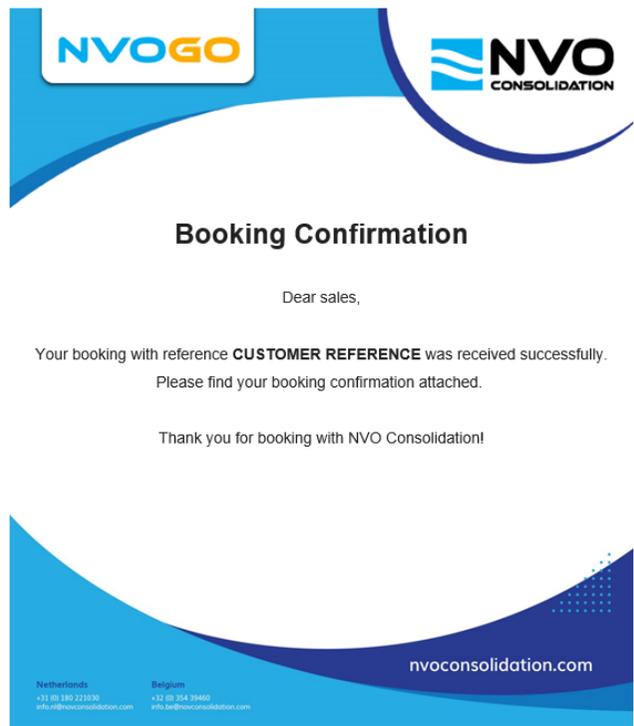
The booking confirmation can also directly be downloaded from the booking overview. In order to do so, click on the booking to expand the information. Then click on eDocs and click on the file “BOOKING CONFIRMATION – SNSE19041650.PDF” to download it.



Type	Date created ↓	Booked by	Customer Reference	Packages	Vessel / Voyage	Place of Receipt	Port of Loading	Destination	Booking #	House Bill #
Export	03/07/2019	sales	CUSTOMER REFERENCE	8	MSC RIFAYA 928E	Rotterdam	Rotterdam	Singapore	SNSE19041650	NSGSIN041650
<p>Track & Trace Booking details eDocs</p> <p>BOOKING CONFIRMATION - SNSE19041650.PDF</p>										

12. The booking confirmation email will be sent to the email address which is used to create the booking and will contain your reference. Attached to the email you will also find the booking confirmation in PDF.

wo 3-7-2019 10:37
N NVOGO <nvogo@nvoconsolidation.com>
Booking received
Aan Sales / NLRTM / NVO Consolidation B.V.
Als er problemen zijn met de weergave van dit bericht, klikt u hier om het in een webbrowser te bekijken.
Booking Confirmation - SNSE19041650.pdf
459 KB



The email content features a blue and white header with the NVOGO and NVO CONSOLIDATION logos. The main text is centered and reads: "Booking Confirmation", "Dear sales,", "Your booking with reference **CUSTOMER REFERENCE** was received successfully. Please find your booking confirmation attached.", and "Thank you for booking with NVO Consolidation!". The footer contains contact information for the Netherlands and Belgium, along with the website nvoconsolidation.com.