

Importing with myTNT

TNT's Express Import System



How TNT's Express Import System Works

Express Import is TNT's receiver - controlled online shipping tool. It lets you pull shipments to you rather than waiting for them to be sent.

You get full control over your shipments from abroad: collection from about 170 countries, custom clearance, delivery to your doorstep and billing in your own currency.

Here's how the Express Import system works:

Receiver enters request

Receiver selects service

Receiver monitors orders

"The sender can enter shipment details, receive shipping documents, and is kept fully informed throughout the ordering process"

Benefits of Express Import System:

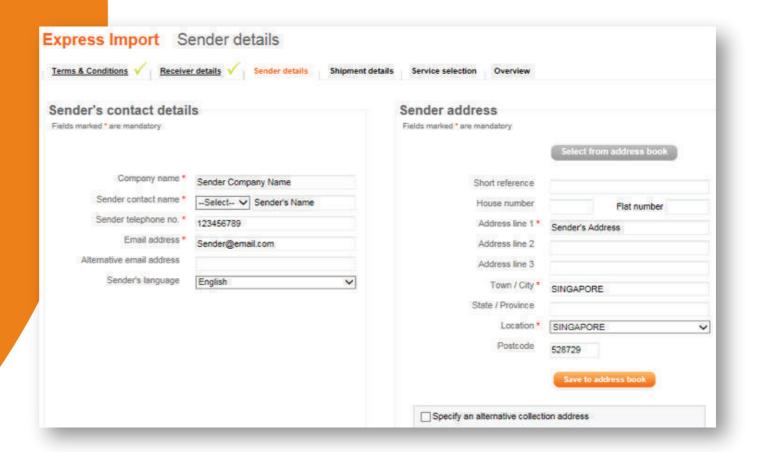


STEP 01

Receiver Enters Request



First time users may create their user ID and password online via myTNT at www.tnt.com.hk Existing myTNT users may log into your myTNT account and look out for the "Create Import" icon on your myTNT home screen.



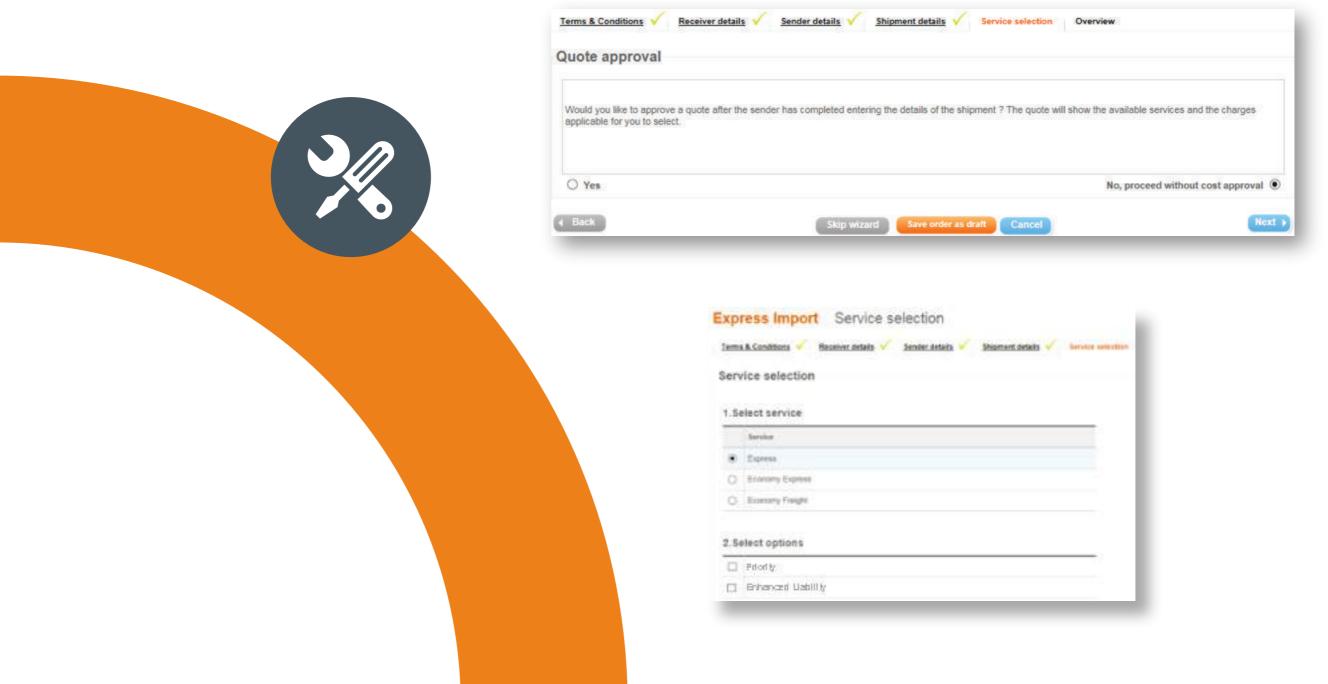
Log into the system with your username and password, after you agree to the terms and conditions of carriage, you may then click on "Create Order". Complete the necessary fields by filling in the "Sender details" and specifying the goods you want to collect in "Message to sender".

Your input will be saved so you can quickly repeat orders in the future by pressing the "Repeat" button on the "Monitor Orders" screen and changing details from your previous order.

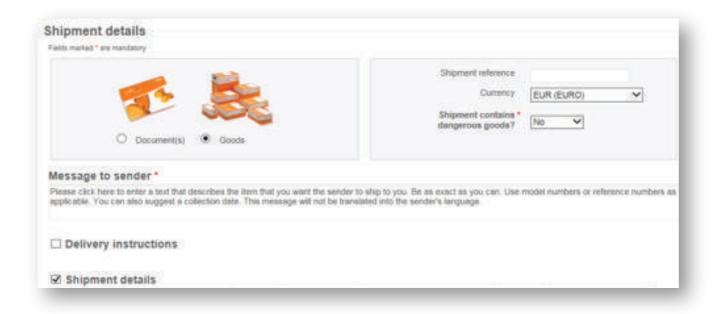
STEP 02

Receiver Selects Service

In Quote Approval, you may click on "No, proceed without cost approval", and then you may select the service best suited to your needs. The system will send the documentation to the sender immediately after he or she completes shipment details.



Sender Completes Request



Invitation emailed to sender

After you press "Submit" on the "Overview" screen, the Express Import system generates an e-mail asking the sender to click a hyperlink and enter shipment details.

Sender enters shipment details

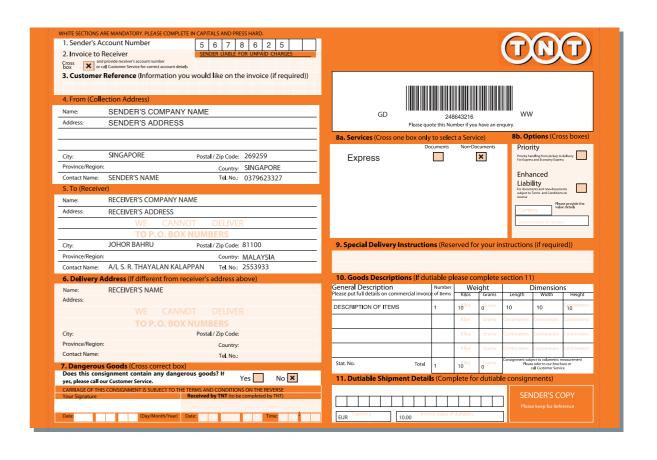
Once the sender clicks on the link in the invitation e-mail, he or she sees that you have requested a shipment and goods to be sent. To accept the invitation, the sender simply enters the size and weight of the goods.

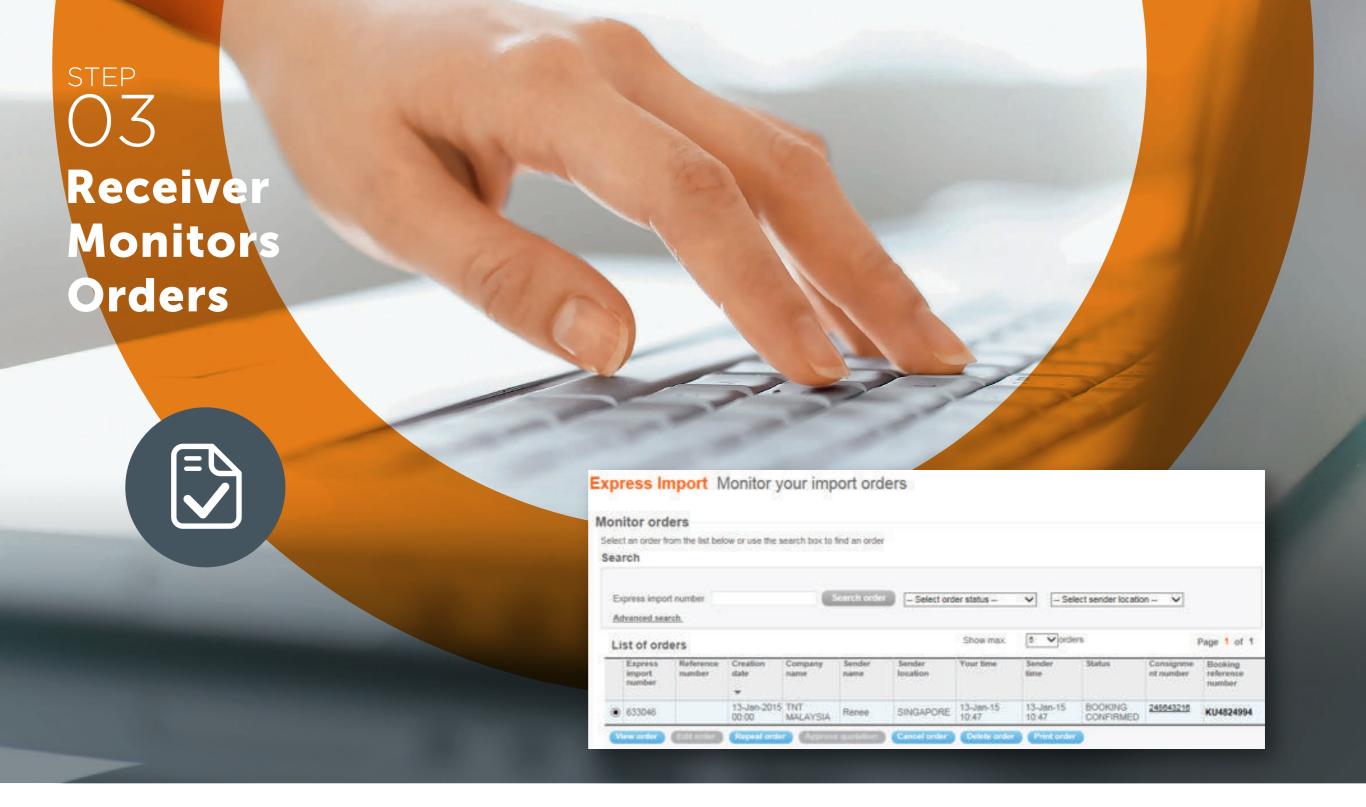
Sender receives shipping documents

When the booking is complete - the sender usually receives an e-mail with instructions for preparing the shipment. Attached to this e-mail are:

- TNT Terms & Conditions of shipping
- A consignment note (4 pages)
- A commercial invoice (if applicable)

The sender must then print the consignment note and invoice (if applicable) and attach these to the package. The sender must leave the package open so the TNT driver can inspect the goods.





When the documentation is generated, this is an indication that the shipment is entered into TNT's booking system and scheduled for collection. The "Monitor Orders" screen shows a consignment number for each confirmed booking. You can check the status of your shipment at any time by entering this number in the "Track Package" function of TNT's website www.tnt.com.hk.

Would you like to see a demo? Click here