

# Checklist: Your Maersk Spot shipping journey

Follow a systematic approach to Spot booking that ensures a seamless experience every single time.



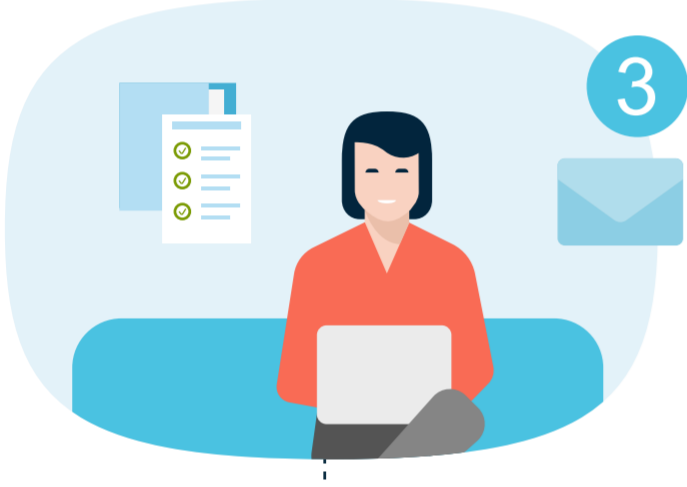
## Pre-booking

- ☐ Gather accurate cargo details (type, dimensions, weight, packaging)
- ☐ Determine origin and destination ports
- ☐ Create a Maersk Spot account
- ☐ Research and understand service charges and fees



## During booking

- ☐ Input cargo details and preferred sailing dates
- ☐ Review and select the best rate and sailing option
- ☐ Provide shipper and consignee information
- ☐ Choose additional services (insurance, customs clearance, etc.)
- ☐ Review and confirm the booking



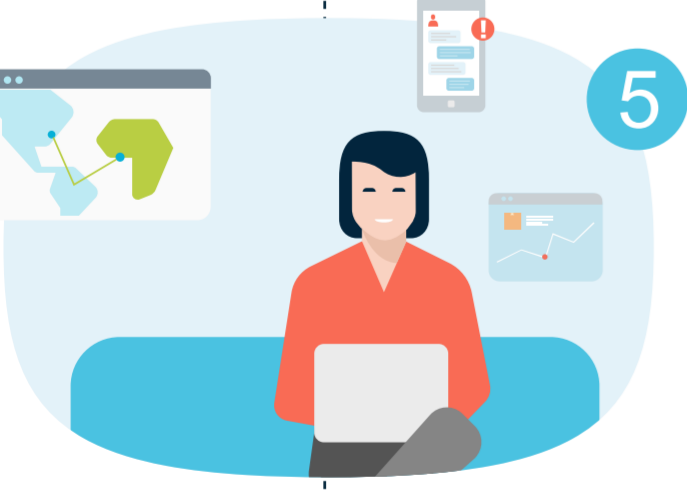
## Post-booking

- ☐ Explore Maersk Hub and complete pending tasks
- ☐ Prepare required documents (commercial invoice, packing list, etc.)
- ☐ Submit shipping instructions (SIs) within the deadline
- ☐ Optimize your booking with value-added services



## Before departure

- ☐ Understand export customs procedures
- ☐ Arrange container pickup and delivery
- ☐ Provide verified gross mass (VGM)
- ☐ Review Spot freight terms and conditions



## During transit

- ☐ Track shipment's progress online
- ☐ Monitor for delays or cancellations
- ☐ Prepare for arrival notice



## After arrival

- ☐ Coordinate import customs clearance
- ☐ Arrange for cargo release
- ☐ Prepare for arrival notice