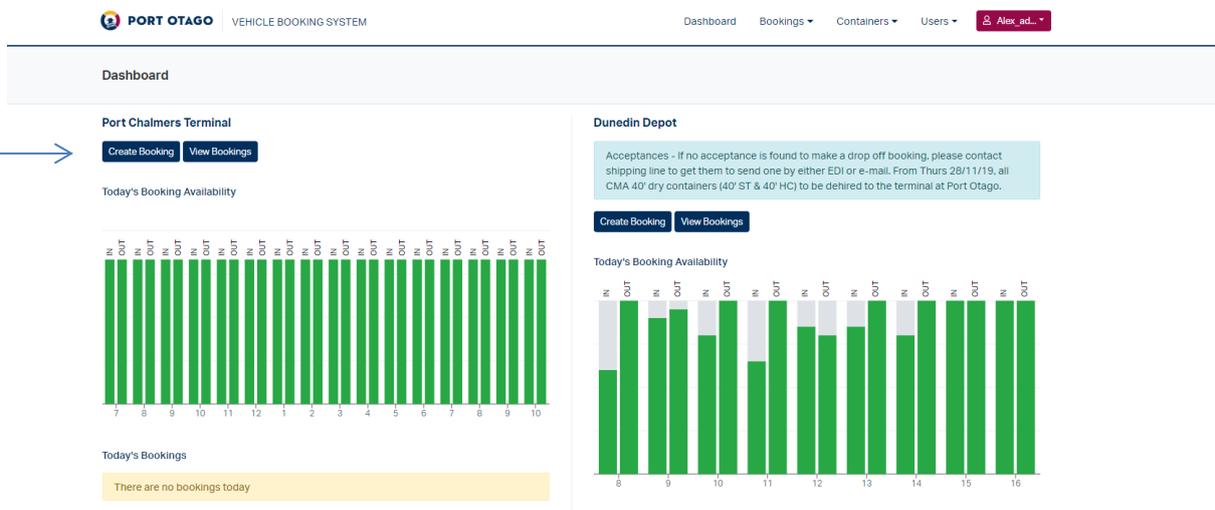


Creating a IN booking (Full or Dehire Container)

Step 1: At the VBS home page select which depot you wish to create a booking for:



The screenshot shows the VBS home page with a navigation bar at the top containing 'PORT OTAGO | VEHICLE BOOKING SYSTEM', 'Dashboard', 'Bookings', 'Containers', 'Users', and a user profile 'Alex, ad...'. Below the navigation bar is a 'Dashboard' section with two main panels.

Port Chalmers Terminal

Buttons: [Create Booking](#) [View Bookings](#)

Today's Booking Availability

Hour	IN	OUT
7	IN	OUT
8	IN	OUT
9	IN	OUT
10	IN	OUT
11	IN	OUT
12	IN	OUT
1	IN	OUT
2	IN	OUT
3	IN	OUT
4	IN	OUT
5	IN	OUT
6	IN	OUT
7	IN	OUT
8	IN	OUT
9	IN	OUT
10	IN	OUT

Today's Bookings

There are no bookings today

Dunedin Depot

Acceptances - If no acceptance is found to make a drop off booking, please contact shipping line to get them to send one by either EDI or e-mail. From Thurs 28/11/19, all CMA 40' dry containers (40' ST & 40' HC) to be dehire to the terminal at Port Otago.

Buttons: [Create Booking](#) [View Bookings](#)

Today's Booking Availability

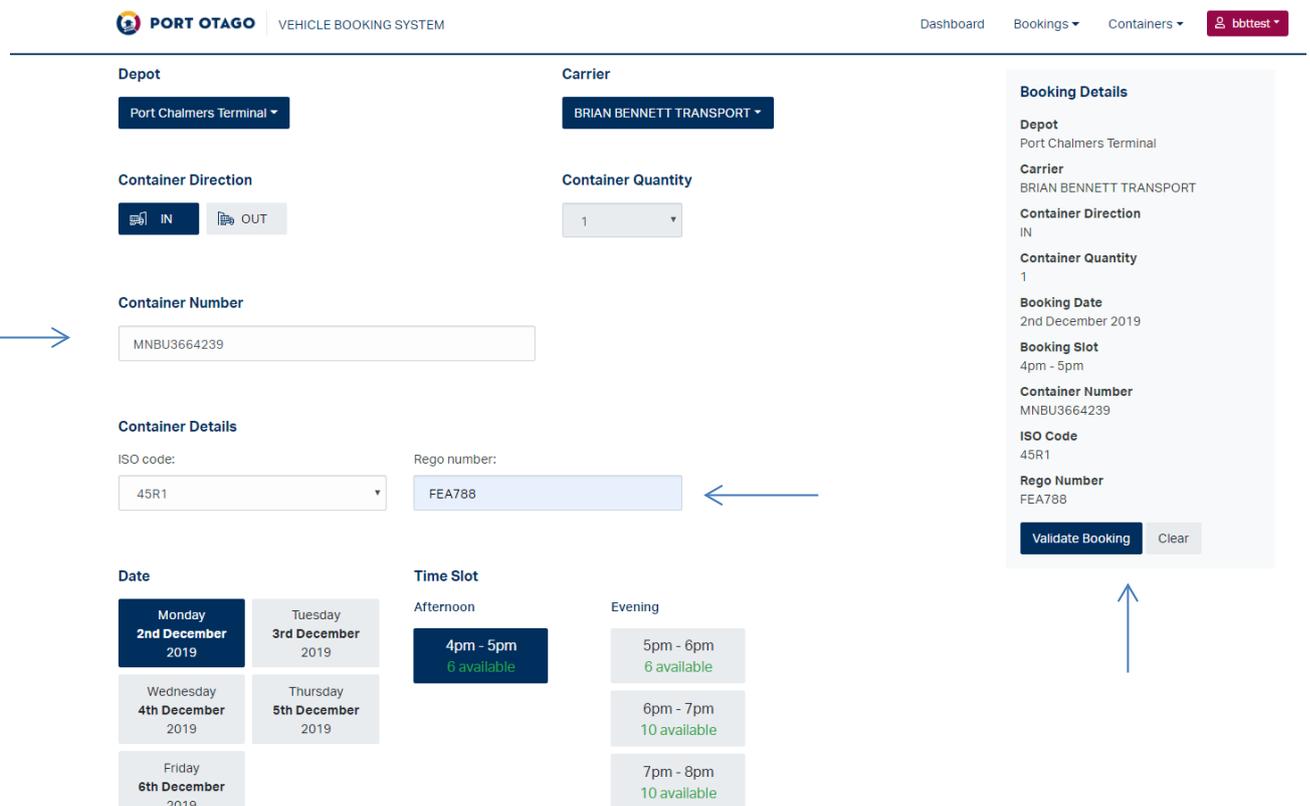
Hour	IN	OUT
8	IN	OUT
9	IN	OUT
10	IN	OUT
11	IN	OUT
12	IN	OUT
13	IN	OUT
14	IN	OUT
15	IN	OUT
16	IN	OUT

Step 2: In Create Booking – select IN

Enter the container number. The following criteria must be met for a valid VBS booking to be made:

- Container must be pre-noted in Master Terminal (Empty and Full)
- Dunedin Depot, Acceptances by the shipping line must have been received by the depot

Select an available date and time slot. Enter a valid truck registration number.



The screenshot displays the 'VEHICLE BOOKING SYSTEM' interface. The main form includes the following sections:

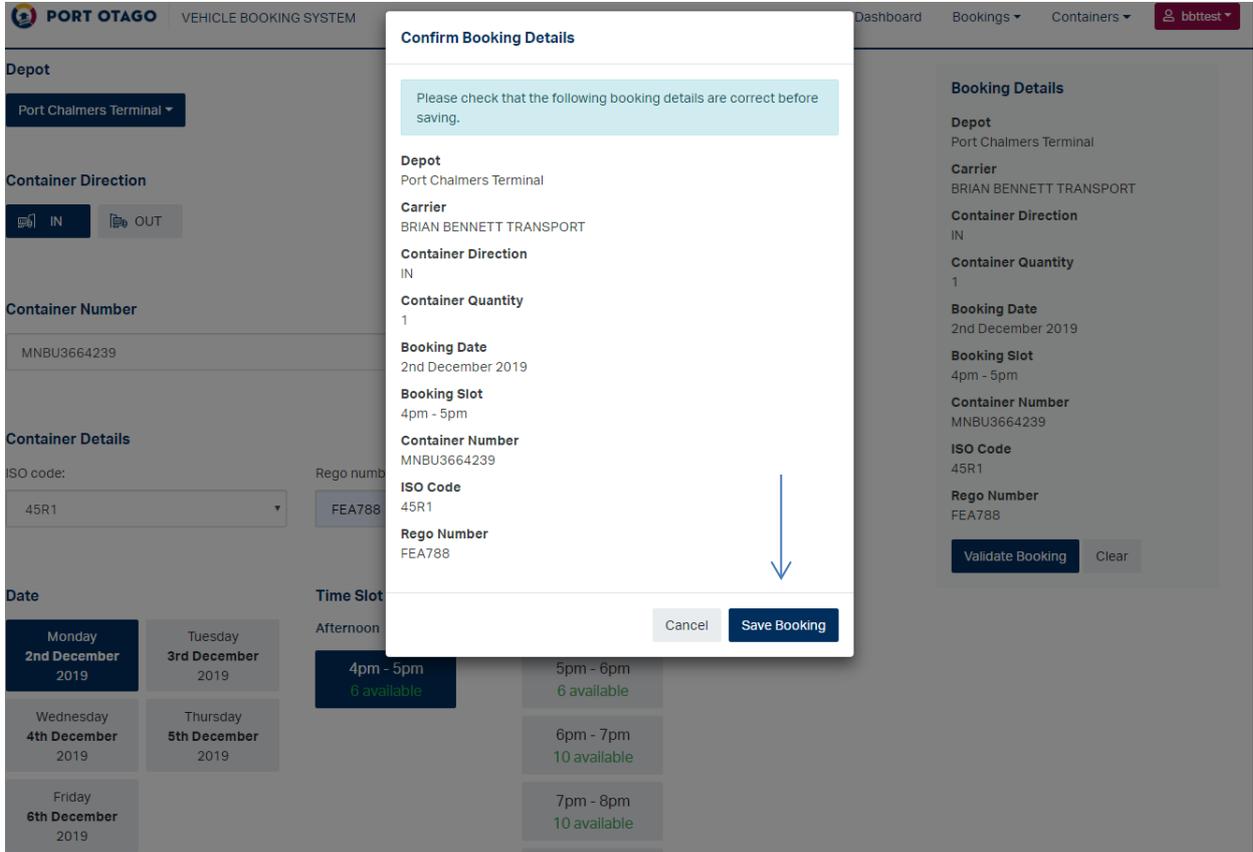
- Depot:** Port Chalmers Terminal
- Carrier:** BRIAN BENNETT TRANSPORT
- Container Direction:** IN (selected)
- Container Quantity:** 1
- Container Number:** MNBU3664239
- Container Details:** ISO code: 45R1; Rego number: FEA788
- Date:** Monday 2nd December 2019 (selected)
- Time Slot:** 4pm - 5pm (6 available)

The right-hand sidebar, titled 'Booking Details', summarizes the information:

- Depot: Port Chalmers Terminal
- Carrier: BRIAN BENNETT TRANSPORT
- Container Direction: IN
- Container Quantity: 1
- Booking Date: 2nd December 2019
- Booking Slot: 4pm - 5pm
- Container Number: MNBU3664239
- ISO Code: 45R1
- Rego Number: FEA788

Buttons for 'Validate Booking' and 'Clear' are located at the bottom of the sidebar. Blue arrows in the original image point to the Container Number field, the Rego number field, and the 'Validate Booking' button.

Step 3: Select Validate Booking and confirm booking details and finalise by clicking on Save Booking.

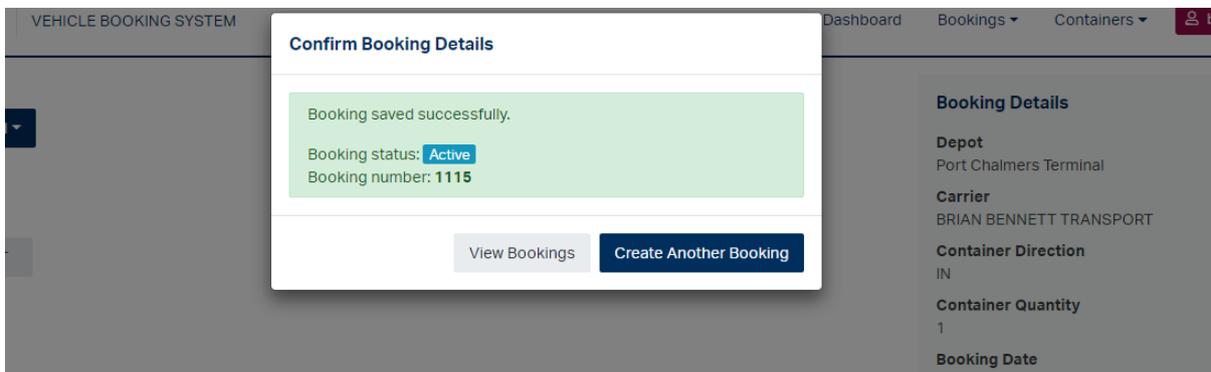


The screenshot shows the 'Confirm Booking Details' modal in the Vehicle Booking System. The modal contains the following information:

- Confirm Booking Details**
- Please check that the following booking details are correct before saving.
- Depot:** Port Chalmers Terminal
- Carrier:** BRIAN BENNETT TRANSPORT
- Container Direction:** IN
- Container Quantity:** 1
- Booking Date:** 2nd December 2019
- Booking Slot:** 4pm - 5pm
- Container Number:** MNB3664239
- ISO Code:** 45R1
- Rego Number:** FEA788

At the bottom of the modal, there are two buttons: 'Cancel' and 'Save Booking'. A blue arrow points to the 'Save Booking' button. The background shows the main booking interface with a calendar and time slots.

A booking number (VBS pin used for gate entry) will be generated and ready for use.



The screenshot shows the 'Confirm Booking Details' modal after a successful booking. The modal contains the following information:

- Confirm Booking Details**
- Booking saved successfully.
- Booking status: **Active**
- Booking number: **1115**

At the bottom of the modal, there are two buttons: 'View Bookings' and 'Create Another Booking'. The background shows the main booking interface with a calendar and time slots.