



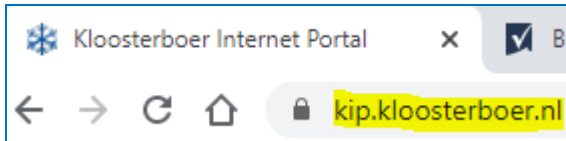
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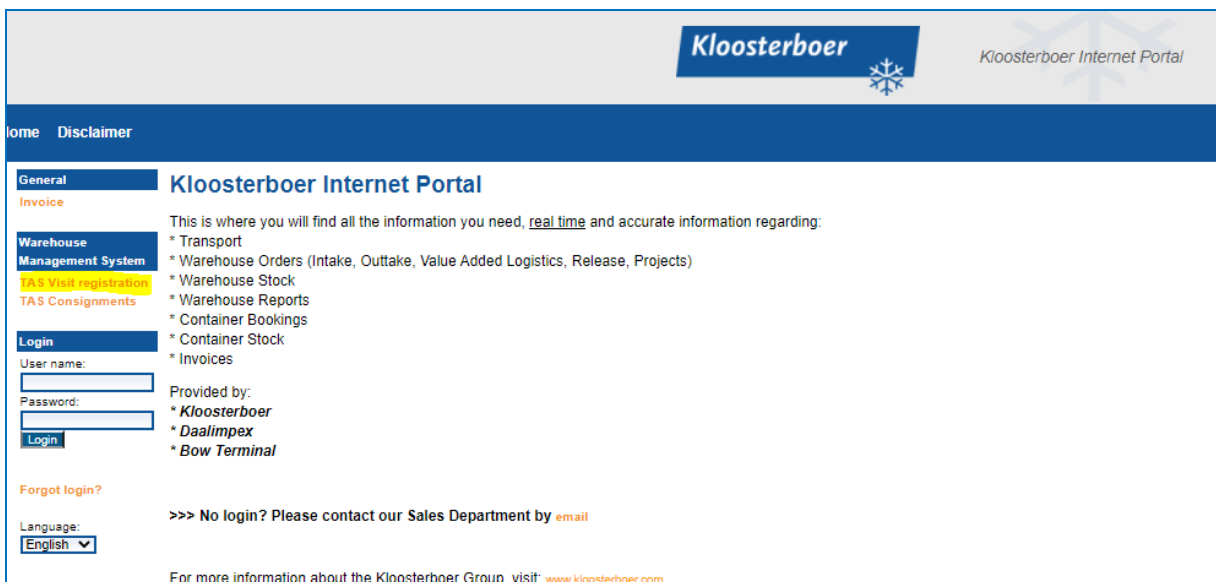
Booking Visit

The Truck Appointment System can be reached online at the following web address:

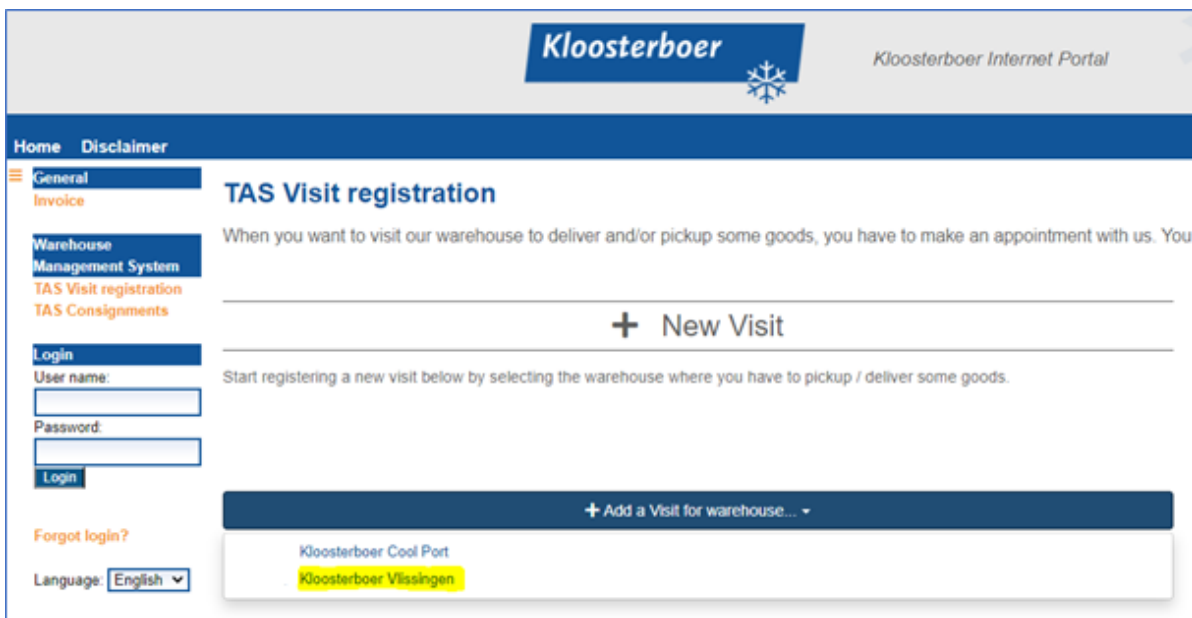


<https://kip.kloosterboer.nl/>

In the left menu, click on TAS visit registration:



Click on “+ Add a Visit for warehouse...” and select *Kloosterboer Vlissingen*:
You don't need an account to make a booking!





Read the instructions and confirm that the instructions have been read to continue:

The following screen will appear:

Click on **1. Compile your pickup and delivery list**. You will now see the TAS Visit Registration screen. Please enter the two references as we have agreed.

Pay attention! The sequence is important

Pickup = load at KBV
Delivery = discharge at KBV
Consignment – see page 6



The order will appear on the screen:

Pickup (1)		Delivery (0)		Consignment		Carriers	Packages	GW (kg)
...	Customer / Delivery Address	Order Nr	Reference	Carriers	Packages	GW (kg)	Action	
	Kloosterboer Vlissingen, Finlandweg 10, Portn.	ref1	ref2	15	60	12960		
Product	Description	Carrier type	Pck per carrier	Avail carrier/pck	Pickup carrier	Packages	GW (kg)	
27017	guava puree pink brasil	generic	4	15.0 / 60	15	60	12960	

Then click 2. *Tell us who you are and set a date and time for your visit.*

You can now enter the contact details of the transport company and a time slot can be chosen.

Pay attention! You will receive the Visit ID on the email address specified here. You need this Visit ID upon arrival at Kloosterboer Vlissingen!!

If desired you can also enter multiple email addresses in box E-mail CC. **(Press enter to add)**

2. Tell us who you are and set a date and time for your visit

Transport Company	Driver and Truck	Timeslot
Company Name <input type="text" value="Kloosterboer Vlissingen"/>	Cargo Card <input type="text"/>	Date you want to visit us <input type="text" value="7-10-2020"/>
Phone <input type="text" value="0116486200"/>	License plate truck <input type="text"/>	Time you want to visit us <input type="text" value="07:00 - 08:00"/>
E-mail <input type="text" value="kbv.csjuice2@kloosterboer.nl"/>	E-mail <input type="text"/>	Checkin at our gate between <input type="text" value="06:45 - 07:30"/>
E-mail confirmation <input type="text" value="kbv.csjuice2@kloosterboer.nl"/>	Phone <input type="text"/>	
E-mail CC (Press ENTER after each email address) <input type="text"/>		

3. Save ⓘ

Then click 3. *Save.* The following message will appear on the screen:

Do you want to save your visit? ✕

One visit = one truck. So be sure to add all orders for one visit to the pickup/delivery list. Press No if you want to add more orders.



The Visit has been booked! The following message will appear on the screen:

This number serves as a login reference at our Self Service Desk.

TAS Visit registration

This is your Visit ID. We've just sent it to you in a confirmation e-mail. But still we recommend you to write it down before you move away from this page. You'll need it when you want to modify this Visit. You CANNOT get access to our warehouse with this Visit ID (anymore)!

Once you've booked a timeslot you'll receive a new confirmation and you'll get access to our warehouse with the displayed Visit ID.

V606480

Add another Visit for...

Same warehouse
 Same transporter
 Same driver

Once the visit has been booked, you will also receive a confirmation of the booked order at the email address you entered, which looks like this:

Truck appointment confirmation for Visit ID: [V522086](#)

Report at:

Denemarkenweg 20 | Port 3980, Vlissingen-Oost

- Juice-related products
- Concentrates

Or:

Finlandweg 10 | Port 4444, Vlissingen-Oost

- Bananas
- Fruit
- Fish
- Miscellaneous (not listed)

When:

Date : 10/11/2020 (day/month/year)
 Timeslot : 12:00 - 13:00
 Check-in open : 11:45
 Check-in close : 12:30

Important!

- The driver needs the Visit ID to get access to our premises
- Please check-in within the timeslot you reserved.

Transporter & driver data:

Transport company : Jimmypickup
 Truck driver first name : Martin
 Truck driver last name : van Santen
 License plate truck : TRUCK1
 Phone number truck driver :
 Email address truck driver :

Need help with registration on Self Service Desk?

[Click here for the instruction](#)



Merge multiple orders for one truck

You also have the possibility to merge multiple orders for one truck (consignment), e.g. in case of consolidation of cargo. You can provide the Consignment number to your transport company who can subsequently book a time slot via *TAS Visit registration*.

Click in the left menu: *TAS Consignments*

Click on “+ Add a Consignment for warehouse...” and select *Kloosterboer Vlissingen*:
You don't need an account to make a booking!



Read the instructions and confirm that the instructions have been read to continue:

Home Disclaimer

General

Invoice

Warehouse Management System

TAS Visit registration

TAS Consignments

Login

User name:

Password:

Login

Forgot login?

Language: English

Info

Head Office

Travlerkade 4
1976 CB Ljmsuiden
P.O. Box 278
1970 AG Ljmsuiden
The Netherlands

Tel: +31 88 5549900
E-mail: contact@kloosterboer.nl

TAS Consignments

Read this first...

You can compile your collection here by completing the following steps:

1. Compile your pickup and delivery list
2. Tell us who you are
3. Save all your changes and receive a confirmation e-mail

1. Compile your pickup and delivery list

In this first step you tell us what your transporter has to pickup. You do this by compiling a pickup and delivery list from the order credentials you've already received. For some pickup orders you have to enter the number of carriers (i.e. pallets) to pickup. These orders are marked with a red truck. Just click on the "Pickup carrier" column for the order concerned. As soon as it is enabled you can enter the amount of carriers to pickup.

2. Tell us who you are

In this step you tell us who you are so we will be able to save your consignment in our system and send you a confirmation e-mail in return.

3. Save all your changes and receive a confirmation e-mail

Only when you press the 'Save' button all changes to your consignment will be saved. In return we send you a confirmation e-mail which also contains a Consignment ID. Normally you send the consignment ID to your transporter. He will be able to add the whole consignment to his own pickup & delivery list. The consignment ID will also be displayed on your screen.

I've read this and understood everything (check to enable Continue button)
 Hide this intro at startup

[Continue...](#)

Click on **1. Compile your pickup and delivery list**

You can now enter the references you would like to collect in one truck (consignment)!.

TAS Consignments

COMPILING A NEW CONSIGNMENT...

1. Compile your pickup and delivery list

Pickup (1)
Delivery (0)

Carriers	Packages	GW (kg)
2	79	7871

Order Nr* Pickup Ref* + Add i

Customer / Delivery Address	Order Nr	Reference	Carriers	Packages	GW (kg)	Action
Kloosterboer Vlissingen, Finlandweg 10, Portn...	test100	test101	2	79	7871	🗑

Product	Description	Carrier type	Pck per carrier	Avail carrier/pck	Pickup carrier	Packages	GW (kg)
PIJ001K5 /	pineapple juice	generic	0	0 / 4	0	4	6296
LEJF0L020 /	lemon juice	generic	45	1.7 / 75	2	75	1575

2. Tell us who you are

3. Save i



Click on 2. *Tell us who you are*

Enter the email address on which you wish to receive the consignment number

2. [Tell us who you are](#)

Transport Company

Company Name

Phone

E-mail

Used for confirmation e-mail

E-mail confirmation

E-mail CC (Press ENTER after each email address)

Click on 3. *Save*

In this menu the C number appears, which you or your transport company can use to book a timeslot at a later time. The other number is an Access Key which you can use to adjust a consignment (page 10).

TAS Consignments

This is your Consignment ID and its Access Key. We've just sent them to you in a confirmation e-mail. But still we recommend you to write them down before you move away from this page. You'll need them both when you want to modify this Consignment. Do not send the Access Key to your transporter otherwise he will be able to edit the consignment!

You CANNOT get access to our warehouse with a Consignment ID!

C21B444

62121

Add another Consignment for...

Same warehouse

Same transporter



You will receive a confirmation by email with all the information of the Consignment:

CONFIRMATION consignment: C785137

Consignment Details:

Consignment ID: C785137
Access key : 62152

Please only send the Consignment ID to your transporter. When he registers his visit at our webportal he has to use the Consignment ID to book a timeslot. You can use the Consignment ID in combination with the Access key to edit the consignment on our portal.

Please note this consignment gives no access to our terminal. A visit needs to be booked

Do not send the Access Key to your transporter otherwise he will be able to edit your consignment!

Important!

- Every driver needs his own unique Visit ID to be able to check-in at Kloosterboer Vlissingen.

Transporter & driver data:

- Transport company: Jimmypickup
- Email address : test@kloosterboer.nl

You or your transport company can now book a timeslot by choosing the option Consignment and enter the C-number. The whole consignment appears (and cannot be adjusted!).
(Subsequently follow the instructions as indicated on page 4)

TAS Visit registration

REGISTERING A NEW VISIT...

1. Compile your pickup and delivery list

Pickup (2) Delivery (0) **Consignment**

Carriers	Packages	GW (kg)
3	17	13668

Consignment ID*
C218444 + Add i

Seq	Customer / Delivery Address	Order Nr	Reference	Carriers	Packages	GW (kg)	Action	
1	Kloosterboer Vlissingen, Finlandweg 10, Portn...	test102	test103	0	7	11018	🗑	
Product		Description	Carrier type	Pck per carrier	Avail carrier/pck	Pickup carrier	Packages	GW (kg)
PIJA0D1K5 /		pineapple juice	generic	0	0.0 / 7	0	7	11018
2	Kloosterboer Vlissingen, Finlandweg 10, Portn...	test1212	test1313	3	10	2650	🗑	

2. Tell us who you are and set a date and time for your visit

3. Save i

The transporter could also indicate a sequence here (page 12).



Adjust an existing Consignment

As long as the timeslot has not been booked, you can still adjust the consignment by choosing the option Existing Consignment.

TAS Consignments	
+ New Consignment	✎ Existing Consignment
<small>Start compiling a new Consignment below by selecting the warehouse where your transporter has to pickup / deliver some goods.</small>	<small>Enter the Consignment ID of a Consignment you've already compiled and also its Access Key. Then press the Edit button to start editing the Consignment.</small>
+ Add a Consignment for warehouse... ▾	<input type="text" value="C683096"/> <input type="text" value="62126"/> Edit


If a timeslot has been booked for this Consignment, and it needs to be adjusted, it will have to be removed from the existing Visit ([Page 11](#)). After this, the Consignment can be adjusted again with the C number and the Access key.



Adjust an existing Visit

There is also an option to adjust an existing Visit. To do this, choose Existing Visit and enter the Visit ID number. You have the possibility to add extra orders to the Visit or to cancel orders as described in the section [Book visit](#).

Important: It is possible to move or delete a time slot that is already booked, but only up to 24 hours in advance. If you want to change a timeslot within 24 hours, please ALWAYS contact your usual customer contact at Kloosterboer Vlissingen.

 Existing Visit

Enter the visit ID of a visit you've already registered. Then press the Edit button to start editing the visit.

V606480 ✎ Edit



Determine the loading sequence for multiple orders

If you have multiple orders to load, you can determine the sequence yourself via the following screen. To determine the sequence, click on the arrows that are shaded in yellow. The order at the top is therefore delivered first and will be loaded last by us.

TAS Visit registration

REGISTERING A NEW VISIT...

1. Compile your pickup and delivery list

Pickup (2) Delivery (0) Consignment

	...	Seq	Customer / Delivery Address	Order Nr	Reference
+		↓	Kloosterboer Vlissingen, Finlandweg 10, Portn...	test1212	test1313
+		↑	Kloosterboer Vlissingen, Finlandweg 10, Portn...	test102	test103

2. Tell us who you are and set a date and time for your visit

3.