

## Import Manifest goes live on Maersk.com

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Dear Customer,

At Maersk, we constantly strive to develop new and innovative products & services to transform your journey with us to an easier and more productive one. With that goal in mind, **Import Manifest is now integrated with Hub on Maersk.com.**

We would highly recommend you to submit your Manifest request HBL (Single/Multiple), HSS & CFS Nominations through our Maersk portal directly instead of [www.depositslip.in](http://www.depositslip.in). We will soon be removing the manifest feature from Logstar, hence we encourage you to familiarize yourself with the Import Manifest feature on <https://www.maersk.com/hub/>

### **How would this benefit you?**

- 1) Simplified form compared to the one hosted on Depositslip.in
- 2) All information pertaining to shipment gets auto populated thus saving you time
- 3) Clear deadline visibility to ensure timely submissions
- 4) Critical details are outlined for accuracy
- 5) Summary page to validate details prior to final submission
- 6) Auto notification sent via email in case of rejections

To see how simple it is, all you need to do is register yourself one-time for your individual login credentials on [www.maersk.com](http://www.maersk.com). Below is the quick Registration guide :<https://www.maersk.com/support/website-guide>

We have updated the detailed step by step process on our website [www.maersk.com](http://www.maersk.com) , below is the link:

<https://www.maersk.com/news/articles/2021/04/28/import-manifest-goes-live-on-maersk>

You may also refer the demo video <https://youtu.be/9kc-uAK8pml> for a detailed walkthrough.

If you are facing any issues with registering on the website, you can reach out to our Live Chat team or contact your local Maersk representative.

We hope these changes makes it easy for you to place your Manifest related requests.

We thank you for your business and look forward to continuously serving your global transportation needs.

Sincerely,  
Maersk

## **Frequently Asked Questions (FAQs)**

### **1. How do I place the import manifest request on maersk.com?**

A - Registered customers can log in to <https://www.maersk.com/hub/> >> Import manifest & delivery order >> Enter BL number.

### **2. What requests can I place on the Import Manifest feature?**

A. You can use the Import Manifest module to request for HBL (Single/Multi HBL), HSS preferred movement (CFS/DPD/ DPD + preferred CFS) as per the applicable discharge port Customs regulations.

### **3. Until when can I place a request on the Import Manifest feature?**

A. You can place a request any time prior the vessel wise feature deadlines. The requests will be checked and either approved/ rejected by our team basis the vessel wise cutoffs shared by Maersk through various advisories.

### **4. How will a customer know if their request is submitted?**

A. Customer will receive a pop-up message on the portal mentioning the Case Number if a request has been submitted. The case information is also available on the status page.

### **5. How can I check if the request has been accepted?**

A. Customer will need to log in and check the status request within 8 working hours on the status page.

### **6. How can I check if the request has been rejected?**

A. Customer will receive a rejection message from [autoreply@maersk.com](mailto:autoreply@maersk.com) on the email id provided in the request mentioning the BL number, case number and reason for request rejection. Alternatively, they can also log in and check the status request within 8 working hours on the status page

### **7. What should I do if my request has been rejected?**

A. You can edit the request on the status page and resubmit with the revised information before the deadline.

### **8. Can both consignee and CHA edit and view the Import manifest request on the status page?**

A. Yes, any registered customer can edit and view Import manifest request until the deadline.

### **9. Can I still submit manifest request via Logstar (depositslip.in)?**

A. Yes you can however, we will soon be removing the manifest feature from Logstar, hence we encourage you to familiarize yourself with the Import Manifest feature on <https://www.maersk.com/hub/>

### **10. Where do I check the Import IGM details that Maersk has filed with Customs?**

A. You can check the Import IGM details on the status page under 'View IGM' option