

TSI Inc.

GCT Canada – Customer Service Portal: 3rd Parties



Table of Contents

LYNX CSP – Creating an Account and Logging In	2
LYNX CSP – Menu Options	3
EQUIPMENT > Equipment Inquiry	4
EQUIPMENT > Make a Payment	5
EQUIPMENT > Make a Payment (Continued)	6
EQUIPMENT > Make a Payment (Continued)	7
IMPORTS > Import Release Inquiry	8
IMPORTS > Container Notifications	9
EXPORTS – Late Arrival	10
REPORTS > Vessel Schedule	11
Contact Us	12

Lynx CSP - Creating an Account and Logging In

Lynx CSP is a web-based customer portal that provides accurate, intuitive and realtime information from the Terminal Operating System (TOS) to the terminal and registered community.

To register, please see the <u>LYNX New User Guide</u> for more information on how to register, login, change your password, and recover/reset your password.

To Login, enter your username and password and select the $\frac{\text{Login} \ominus}{\text{Login}}$ button.

-0511100	your account
着 Thirdpar	ty
۹	•

Lynx CSP – Menu Options

Lynx CSP allows users to keep track of their cargo through all stages of the cargo lifecycle. The different menu options give users the ability to look up information pertaining to different aspects of terminal operations.



EQUIPMENT > Equipment Inquiry

One of the most useful screens in Lynx CSP is the Equipment Inquiry screen as it provides users with the following:



EQUIPMENT > Make a Payment

This screen allows you to guarantee storage for import containers that have not been picked up by their Last Free Day.

To guarantee storage, copy + paste the container number that you wish to guarantee and select the date that you wish to guarantee the container to ("Proposed Paid Thru Date"). Select the red Search button. The results will populate below the "Search" button.

C	Customer Sen	vice Po	rtal							
∦ H	Home		Make a Payment							
C E	Home > Equipment > Make a Payment									
E	Equipment Inquiry Make a Payment		Container number:	CCLU4461810						
C II	mports	<								
C E	Exports	<	Proposed Paid Thru Date:	06/21/2016						
۳. R	Reports	<		Search						

Next select the storage that you wish to pay for by checking off the boxes on the left hand side (or "Select All"). To confirm payment, click on "Pay Selected".

Number	Proposed Paid Thru Date	B/L	Location	Current PTD LFD 0		GTD	Vessel Voyage		Total of Selected	
CCLU4461810	06/21/2016		Y-DLT-M046A2		2016-06-21		CAME	1425	\$2,227.20	* Remove
	Fee	From Date		To Date			lescription		Quantity Billed	Amount
0	STORAGE	2016-06-16		2016-06-20		c	ay 1-5		5.0	\$1,760.00
0	STORAGE	2016-06-21		2016-06-21		d	ay 6-10		1.0	\$467.20
Showing 1 to 1 of 1 ent	ries									Previous Next
Pay Selected Se	lect All Deselect All								Total Charges:	\$2,227.20

Clicking on the "Pay Selected" button will take you to the payment confirmation page where you will be able to finalize the guarantee.

EQUIPMENT > Make a Payment (Continued)

Number	Proposed Paid Thru Date	B/L	Location	Current PTD	LFD	GTD	Vessel	Voyage	Total of Selected
CCLU4461810	2016-06-21		Y-DLT-M046A2		2016-06-21		CAME	1425	\$2,227.20
Fee	From Date	To Date	Descrip	otion	Quant	ity Bille	d A	mount	
STORAGE	2016-06-16	2016-06-20	day 1-5		5.0		\$	1,760.00	× Remove
STORAGE	2016-06-21	2016-06-21	day 6-10)	1.0		\$	467.20	× Remove
Payment Typ	e: (select payment)	•		Charge	s Owed:	\$2,227.	20		

Under the "Payment Type" field, select "Guarantee Payment" from the drop down menu and then hit the blue "Guarantee Payment" button at the bottom.

Payment Type: Guarantee Payment	¥	Charges Owed:	\$2,227.20
Payment Information			
Organization Name:			
THIRD PARTY			
First Name:			
Third			
Last Name:			
Party		<i>.</i>	
Guarantee Payment			

Once you select the "Guarantee Payment" button, you will receive a Payment Confirmation and will be able to print off the receipt.

EQUIPMENT > Make a Payment (Continued)

GCT Canada 1285 Franklin Vancouver, B Tel: 1(604) 26 Fax: 1(604) 26										
Payee: Third Party							Payment Typ Organization:	e: Guara : THIRE	ntee 9 PARTY	
Number	B/L	Location	LFD	PTD	GTD	Vessel	Voyage	Charges	Paid Ref Id	
CCLU4461810		Y-DLT-M046A2	2016-06-21			CAME	1425	\$2,227.20	480378	50749
Fee	From Date	To Date		I	Description		Quantity Billed		Amount	
STORAGE	2016-06-16	2016-06-	-20	(day 1-5		5.0		\$1,760.00	
STORAGE	2016-06-21	2016-06-	-21	(day 6-10		1.0		\$467.20	
							Total Char	ges:	\$2,227.20	

RECEIPT OF PAYMENT

You will also be able to view your payment history by searching the payment reference ID, Container Number, or the Start and End Date.

Customer Service	Portal								1.1	Make a Payment Ly	ynx User 🗡		
Home G Equipment C Imports C	Payment History # Home > Payment History Payment History												
ট Exports < 때 Reports <	Select date range for payment(s) or R	eference Id	l or Container N Container nu	umber. I mber									
	Start Date 04/28/2016 = Payments By Date		End Date 07/23/2016		Search Reset								
	Show 10 entries Expand Request Date O 2016-06-21 1:59:52	PM		Description Guarantee has been accepte	ed	Requestor Name Third Party	Total Amount \$2,227.20	Trans Type GUARANTEE	Search: Reference Id 48037850749	Repri	27		
	Container B/L CCLU4461810 YTNVAN404273 CCLU4461810 YTNVAN404273	Y-DLT-M Y-DLT-M	n 1046A2 1046A2	Fee Type STORAGE STORAGE	Container Description \$2227.2 \$2227.2		From Di 2016-06 2016-06	To Date 16 1900-01 21 1900-01	-01	Quantity Billed 5.0 1.0	Amount \$1,760.00 \$467.20		
	0 2016-06-20 4:28:41 Showing 1 to 2 of 2 entries	PM		Guarantee has been accepte	ed	Third Party	\$1,760.00	GUARANTEE	48037792241	₽	\leftrightarrow		

IMPORTS > Import Release Inquiry

This screen allows users to check container availability by container number or bill of lading number. Lynx CSP will return general container details and a Yes/No availability check. Users will be provided with a list of outstanding holds in the event the container is not available.

Customer Service	Portal										Make a Pay	ment Lynx User 🎽
🖬 Home	Import Release	e Inquiry										
🖾 Equipment 🧹	# Home > Imports > Im	nport Release Inquiry										
C ^a Imports	Container Bill of Lac	ding										
Import Release Inquiry Container Notifications	Enter Container Number(s). Se Entries with a Comma.	eparate Multiple										
Gate <	HLXU5104036											
Exports <												
Reports <		Search										
	Show 10 * entries									Sea	arch:	
	Available <u>Number</u>	B/L	Line:	Holds	Customs	Line Status	Position	LFD	PTD	GTD	Vessel:	Trucker
	YES <u>HLXU5104036</u>		HLC		RELEASED	RELEASED	Y-DLT-L416A1	6-3-2016		6-30-2016	OOAT	ACME - ACME Trucking
	Showing 1 to 1 of 1 entries Make a Payment											Previous Next

If a container is on Hold, you will have the option to add it to the "Container Notifications" page, which is located just below Import Release Inquiry. To do that, search for the container and select the red "Notify Me" button on the far right side of the search results.

Show 10 • entries										Search:	
Available <u>Number</u>	B/L	Line: Hold:	s Customs	Line Status	Position	LFD	PTD	GTD	Vessel:	Trucker	
NO <u>HLXU5104036</u>		HLC CBSA	RELEASED	RELEASED	Y-DLT-L416A1	7-10-2016		6-30-2016	OOAT		Notify Me

IMPORTS > Container Notifications

This screen allows you to monitor selected containers that are not available for pick-up. If a container is on hold, you will have the option to add it to the Container Notifications page. As mentioned in the previous section, you will search for the container in the Import Release Inquiry page and select the red "Notify Me" button on the far right side of the search results. The container will then appear under the Container Notifications page. Once it becomes available you can delete it from your list by selecting the red Delete button on the far right side of the page.



EXPORTS – Late Arrival

This functionality is not currently available.

GCT-Canada will look to incorporate the Late Arrival option sometime in the near future.

REPORTS > Vessel Schedule

Lynx CSP contains a vessel schedule report that is useful to both terminal users and other parties. The below is an example of the vessel schedule report. The user can query the vessel schedule using their desired Start and End Date as parameters.

Customer Service	Portal
🗮 Home	Vessel Schedule
🗗 Equipment 🛛 <	
☑ ^ª Imports <	Start Date End Date
🖾 Gate <	
☑ [®] Exports <	
III Reports	
Vessel Schedule	

Additionally, users have the ability to export the report into a variety of formats (PDF, Excel, TIFF) to allow greater flexibility with the report data. The export button is found right below the "End Date" parameter after the user submits the query.

Vessel	Schedul	е										
🖀 Home >	∰ Home > Reports > Vessel Schedule											
Start Date 201	6-05-29			End D	ate 2016-04-06							
14 4 1		c	f1 🕨 🕅 🛛			Find Ne	a 🖳 🗘	<u> </u>				
	Vessel Schedule											
Date Range:	Para 5/29/2016 - 6/4/20	meters 16										
Total Records: 6	Total Records: 6 Cargo Cutoff Dates											
Visit ID	Vessel ID	Vessel Name	I/B Voyage	O/B Voyage	Service	Estimated Arrival	Estimated Departure	First Availability	Begin Receive	Cargo	Reefer	Hazardous
CARL622	CARL	CARL SCHULTE	619	622	TP0	5/29/2016 6:59:00 AM	5/31/2016 8:00:00 AM	5/25/2018 8:59:00 AM		5/27/2018 5:00:00 PM	5/27/2018 5:00:00 PM	5/27/2018 5:00:00 PM
HSPA622	HSPA	HS PARIS	619	622	TPO	5/29/2016 7:59:00 AM	5/31/2016 8:00:00 AM	5/26/2016 6:59:00 AM		5/27/2018 5:00:00 PM	5/27/2018 5:00:00 PM	5/27/2016 5:00:00 PM

Contact Us

If you have any further questions or concerns please contact us at:

Telephone: +1 888 342 3385

Email: customerservice-can@globalterminals.com

Thank You

Global Container Terminals - Canada