



Click & Ship User Guide

Last updated on 28 March 2023



Table of Contents

1. Access from EzyCargo	2
2. Access from CXcargo.com	4
3. Click & Ship – Flight Search Page	7
3.1. Flight Search Page – Search Criteria	7
3.2. Search Criteria – Shipment Types (Loose)	9
3.2.1. Create new Loose record	10
3.3. Search Criteria – Shipment Types (Prepack (ULD))	17
3.3.1. Create new Prepack (ULD) record	17
3.4. Save as Template	25
4. Booking	27
4.1. Review and modify search criteria	27
4.2. Review the flight options	28
4.3. Display of available flight options	29
4.3.1. Information of available flight options	29
4.3.2. Non-Reserved Space	30
4.3.3. Reserved Space	32
5. Booking Summary	34
6. Confirmation Page	39



1. Access from EzyCargo

- I. Log in to <https://www.ezycargo.com/en/> with company ID, user ID and password

EzyCargo™

Company ID

User ID

Password

Login

Forget Password?

Need an EzyCargo™ account? [Contact Us Now](#)

Customer Service Team
+852 2838 1999
helpdesk@glshk.com

Business Development Team
+852 2833 1880
sales@glshk.com

GLS
© 2023 Global Logistics System (HK) Co. Ltd. All Rights Reserved.

ABOUT EzyCargo™ | NEWS | CONTACT US | EN

One-Stop Air Cargo Solution for Freight Forwarders

EzyCargo™ is a digital platform that facilitates the end-to-end operational processes of forwarders, from booking air cargo space and submitting e-AWBs, to real-time tracking of shipments.

FEATURES
ABOUT GLS
TERMS OF USE

- II. Link to access Click & Ship page from EzyCargo

Upon successful login, mouse over the Airline tab and click “Click & Ship”

EzyCargo™

Booking Operation Airline Profile

News

Welcome ADMIN

20-Feb-2023 Host-to-Host Guide to input related fields for ICS2 requirement

16-Feb-2023 **NEW** Guide to input the mandatory field for ICS2 requirement

Cathay Pacific Airways (CX)

Click & Ship
Rate Sheet Download
Fly Greener

Mail News EN



III. Click & Ship page will open in a new tab

1 Flight Search

2 Booking

3 Booking Summary

4 Confirmation

Save as Template

Search a New Flight

Origin
HKG
Hong Kong

Destination
Select Airport

Departure Date
10 Mar 2023

Commodity
Select Commodity

Cathay Solution
Select Cathay Solution

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight

Total Places

1

Total Weight

kg lb

Total Volume

mc cf

Servicing Mode

All

Aircraft Type

All

Departure Time (Priority)

00:00

Shipper / Consignee

Please Select

Non-Stackable

☐

Places

1

Weight per place

kg lb

Volume per place

mc cf

Length

Width

Height

cm in

+ Add Loose Item

Search

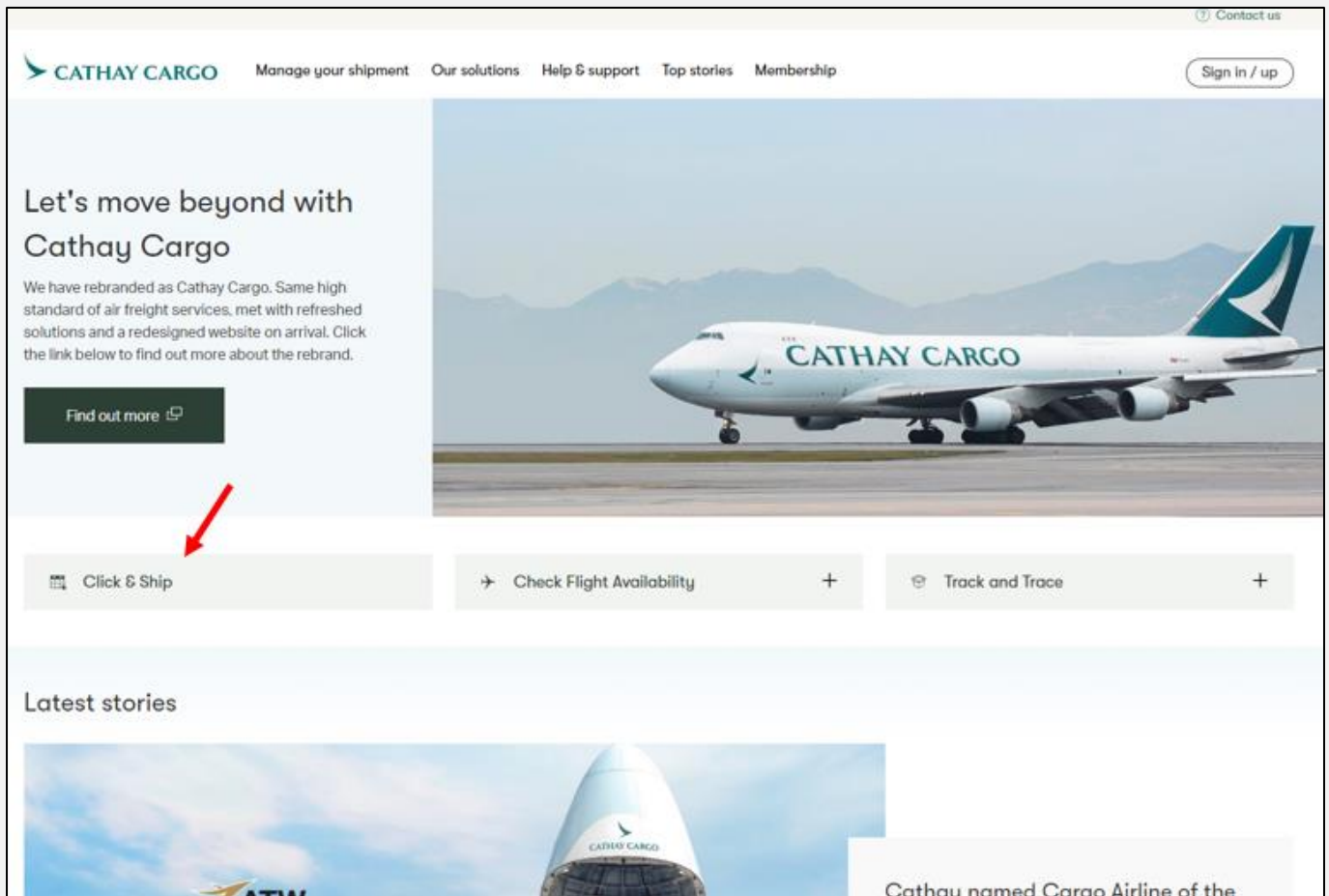
*Note: Click & Ship supports Google Chrome, Firefox and MS Edge.



2. Access from CXcargo.com

Access: <https://www.cathaycargo.com/en-us/home.html>

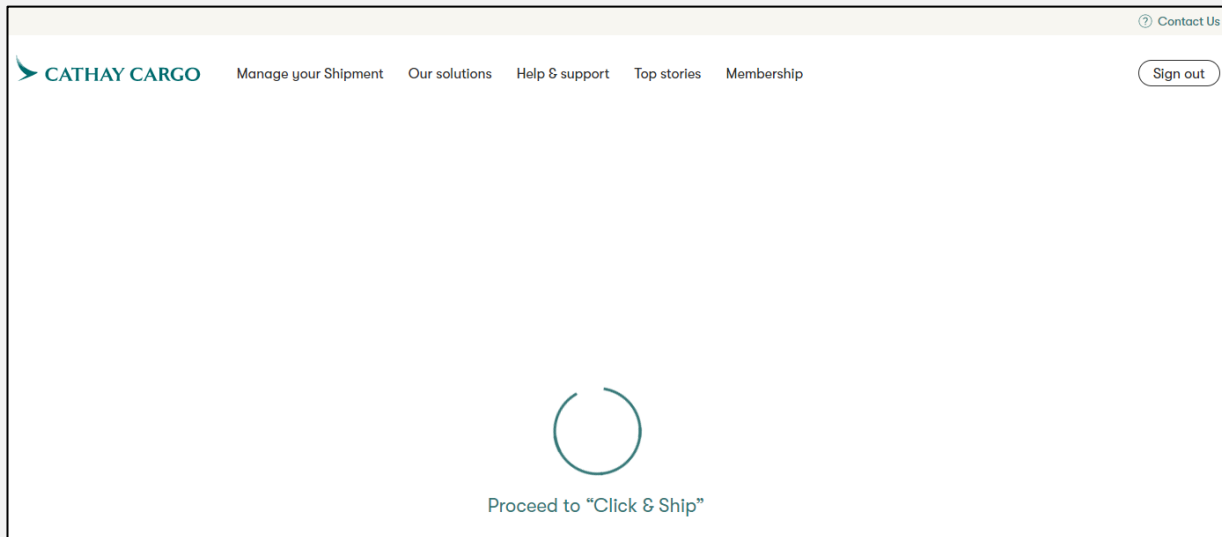
I. Click “Click & Ship”



II. Log in with user ID and password

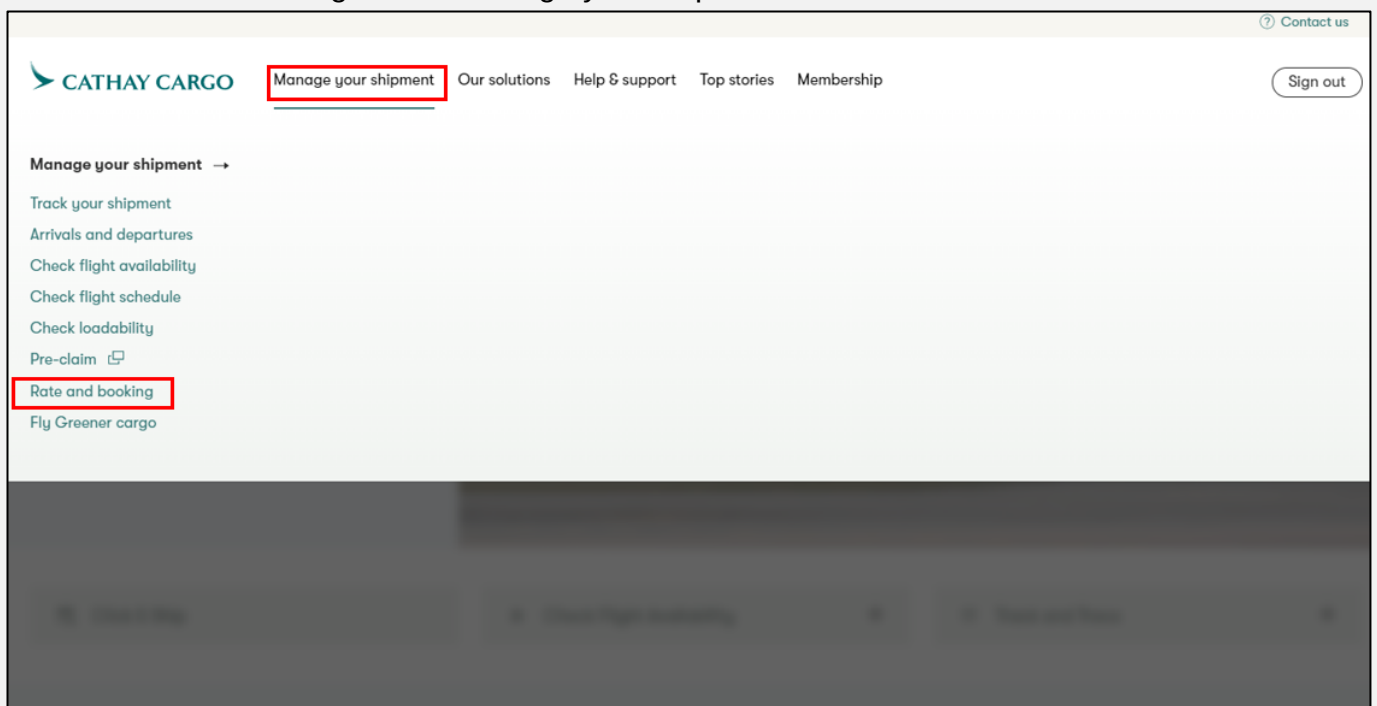


Upon successful login, users will be directed C&S page.



Or

Click “Rate and Booking” under Manage your shipment





Click “Click & Ship”

The screenshot shows the Cathay Cargo website's 'Manage Your Shipment' section. The 'Click & Ship' option is highlighted with a red box. The page includes a sidebar with navigation links and a main area with various booking and management options.

CATHAY CARGO Manage your Shipment Our solutions Help & support Top stories Membership [Sign out](#)

Manage Your Shipment ▶ Rate and Booking

- ▶ Track Your Shipment
- ▶ Arrivals & Departures
- ▶ Check Flight Availability
- ▶ Check Flight Schedule
- ▶ Check Loadability
- ▼ **Rate and Booking**
- ▶ Shipment Log-book
- ▶ Allotments
- ▶ Address Book
- ▶ Shipment Radar
- ▶ PreClaim

Single Booking

View Bookings

Batch Booking

Shipment Terms & Conditions

Click & Ship

Rate Manager
(Currently available for countries: Israel, Switzerland, Belgium, England, Ireland, Italy, Spain and regions North East Asia, South East Asia, Middle East, Africa, the South West Pacific and the Americas)

III. Click & Ship page will open in a new tab

The screenshot shows the Cathay Cargo 'Click & Ship' page. The page includes a flight search form and shipment details.

CATHAY CARGO

1 Flight Search 2 Booking 3 Booking Summary 4 Confirmation [Save as Template](#)

Search a New Flight

Origin: HKG Hong Kong Destination: Select Airport Departure Date: 10 Mar 2023 Commodity: Select Commodity Cathay Solution: Select Cathay Solution

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces: 1

Total Weight: kg lb

Total Volume: mc cf

Non-Stackable ☐

Pieces: 1 Weight per piece: kg lb Volume per piece: mc cf Length: Width: Height: cm in

[+ Add Loose Item](#)

Servicing Mode: All Aircraft Type: All Departure Time (From): 00:00 Shipper/Consignee: Please Select

[Search](#)

*Note: Click & Ship supports Chrome, Firefox and MS Edge



3. Click & Ship – Flight Search Page

3.1. Flight Search Page – Search Criteria

Welcome DUMSYD

Back to Cargo.com

1 Flight Search

2 Booking

3 Booking Summary

4 Confirmation

Save as Template

Search a New Flight

Origin
SYD
Sydney

Destination
Select Airport

Departure Date
10 Mar 2023

Commodity
Select Commodity

Cathay Solution
Select Cathay Solution

Shipment Types

Loose

Prepack (ULD)

Summary

Use Individual Weight

Total Pieces

1

Total Weight

kg lb

Total Volume

mc cf

Sanitizing Mode

All

Aircraft Type

All

Departure Time (From)

00:00

Shipper / Consignee

Please Select

Non-Stackable

☐

Length

Width

Height

cm in

Volume per piece

mc cf

Weight per piece

kg lb

Pieces

1

+ Add Loose Item

Search



- IV. Select Cathay Solution. Scroll down the list to select the suitable solution or type in the solution name

Search a New Flight

Origin
HKG
Hong Kong

Destination
TPE
Taipei

Departure Date
10 Mar 2023

Commodity
[Select Commodity](#)

Cathay Solution
[Select Cathay Solution](#)

Shipment Types

Loose

Prepack (ULD)

Summary

Non-Stackable

Cathay Live Animal

Cathay Dangerous Goods

Cathay Expert

General Cargo

Cathay Fresh

3.2. Search Criteria – Shipment Types (Loose)

Shipment Types

Loose

Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
1

Total Weight

kg lb

Total Volume

mc cf

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

Shipper / Consignee
Please Select

Non-Stackable ☐

Pieces
1

Weight per piece

kg lb

Volume per piece

mc cf

Length

Width

Height

cm in

+ Add Loose Item

Confidential and Proprietary Information

9



3.2.1. Create new Loose record

I. Enter the volume in “Volume per piece” field. There are two methods to enter the volume

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	kg lb	mc cf			cm in	

+ Add Loose Item

Method 1: Enter the Length, Width and Height. Volume will be calculated automatically

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	kg lb	2.945 mc cf	200	155	95 cm in	

+ Add Loose Item

*Note: The minimum value of Length, Width and Height is 1

Method 2: Enter the Volume. The field of Length, Width and Height will be dimmed

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	kg lb	3.2 mc cf			cm in	

+ Add Loose Item

*Note: The minimum value of Volume is 0.1

II. Enter the Weight and Piece

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	55 kg lb	2.53 mc cf			cm in	

+ Add Loose Item

*Note: The minimum value of Weight is 0.1; the minimum value of Piece is 1



III. Click “+ Add Loose Item” to add another loose item if needed

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight

Total Pieces
1

Total Weight
55.0

kg

lb

Total Volume
2.530

mc

cf

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

Shipper / Consignee
Please Select

Non-Stackable

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	55 kg lb	2.53 mc cf				cm in

+ Add Loose Item

Another loose shipment field will be displayed

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight

Total Pieces
2

Total Weight
55.0

kg

lb

Total Volume
2.530

mc

cf

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

Shipper / Consignee
Please Select

Non-Stackable

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	55 kg lb	2.53 mc cf				cm in
1	kg lb	mc cf			cm in	

+ Add Loose Item



Enter the Volume, Weight and Piece

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
120.0 kg lb

Total Volume
2.564 mc cf

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

Shipper / Consignee
Please Select

Non-Stackable ☐

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	55 kg lb	2.53 mc cf				cm in
1	65 kg lb	0.034 mc cf	30	25	45	cm in

+ Add Loose Item

IV. Verify the Shipment Summary

The summary table shows the calculation of Total Pieces, Total Weight and Total Volume based on the created loose shipment details

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
120.0 kg lb

Total Volume
2.564 mc cf

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

Shipper / Consignee
Please Select

Non-Stackable ☐

Pieces	Weight per piece	Volume per piece	Length	Width	Height	
1	55 kg lb	2.53 mc cf				cm in
1	65 kg lb	0.034 mc cf	30	25	45	cm in

+ Add Loose Item

*Note: The unit can be changed by clicking the toggle button



V. Additional search criteria in the summary table (optional)

▪ Select Servicing Mode

There are two options available in the dropdown list:

- All (Default) = Display available options which include trucking
- Air Only = Display available options which include flights only

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight **120.0**

kg lb

Total Volume **2.564**

mc cf

Servicing Mode
All

All
Air only

Departure Time (From)
00:00

Shipper / Consignee
Please Select



- Select Aircraft Type

There are two options available in the dropdown list:

- All (Default) = Display available flight options with both Passenger Flights and Freighters
- Freighter Only = Display available flight options with Freighters only

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight **120.0** **kg** lb

Total Volume **2.564** **mc** cf

Servicing Mode
All

Aircraft Type
All

All

Passenger Only

Freighter Only



- Select the Departure Time (From)
 - 00:00 (Default) = Display the available flight options from midnight
 - Other time = Display the available flight options from specific time onwards

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight kg lb
120.0

Total Volume mc cf
2.564

Servicing Mode
All

Aircraft Type
All

Departure Time (From)
00:00

00:00
01:00
02:00
03:00
04:00
05:00



- Select the Known Shipper
 - Select specific shipper from the dropdown list

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight **120.0**

kg lb

Total Volume

mc cf

White Stripe Foods

Acer

Amazon

UNY

WD

Shipper / Consignee
Please Select

VI. Click “Search” to proceed once the information has been filled in

Shipper / Consignee
Please Select

Search



3.3. Search Criteria – Shipment Types (Prepack (ULD))

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☐

Total Pieces

1

Total Weight

kg

lb

Total Volume

mc

cf

Servicing Mode

All

Aircraft Type

All

Departure Time (From)

00:00

Shipper / Consignee

Please Select

Add ULD Type

Main Deck Pallet (MDP)

Q6 +

Q7 +

ZA +

ZB +

ZC +

X8 +

Lower Deck Pallet (LDP)

A2 +

H2 +

H3 +

W2 +

Lower Deck Container (LDC)

L3 +

3.3.1. Create new Prepack (ULD) record

- I. Click on a specific ULD Type (e.g. L3 +)

Add ULD Type

Main Deck Pallet (MDP)

Q6 +

Q7 +

ZA +

ZB +

ZC +

X8 +

Lower Deck Pallet (LDP)

A2 +

H2 +

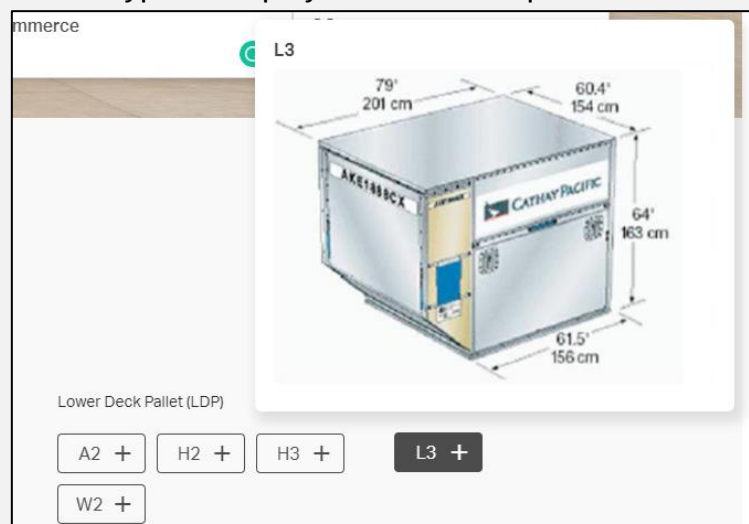
H3 +

W2 +

Lower Deck Container (LDC)

L3 +

Mouse over the ULD Type to display the reference picture





II. Type in Equipment Type or Select the Equipment Type from the dropdown list

Add ULD Type

Main Deck Pallet (MDP)

Lower Deck Pallet (LDP)

Lower Deck Container (LDC)

Q6 +

Q7 +

ZA +

A2 +

H2 +

H3 +

L3 +

ZB +

ZC +

X8 +

W2 +

ULD Quantity

Weight per ULD

Volume per ULD

ULD and Contour

Equipment Type

1

kg

lb

mc

cf

L3

LDC

AA1

AA2

AA3

AA4

III. Click the “Use Individual Weight” toggle button in the summary box if needed

Shipment Types

Loose

Prepack (ULD)

Summary

Use Individual Weight



a. When the Individual Weight toggle button is off

- Enter the Total Piece, Total Weight and Total Volume in the summary box

Loose

Prepack (ULD)

Summary

Use Individual Weight ☐

Total Pieces

5

Total Weight

55.5

kg

lb

Total Volume

5.5

mc

cf

Shipment Types

Loose

Prepack (ULD)

Summary

Use Individual Weight ☐

Total Pieces

5

Total Weight

55.5

kg

lb

Total Volume

5.5

mc

cf

*Note: The unit can be changed by clicking the toggle button

- When the toggle button is off, the Volume per ULD and Weight per ULD field will be dimmed and auto-filled.

Shipment Types

Loose

Prepack (ULD)

Summary

Use Individual Weight ☐

Total Pieces

1

Total Weight

55.0

kg

lb

Total Volume

2.550

mc

cf

Add ULD Type

Main Deck Pallet (MDP)

Q6 +

Q7 +

ZA +

ZB +

ZC +

X8 +

Lower Deck Pallet (LDP)

A2 +

H2 +

H3 +

W2 +

Lower Deck Container (LDC)

L3 +

ULD Quantity

1

Weight per ULD

55.0

kg

lb

Volume per ULD

2.550

mc

cf

ULD and Contour

L3

LDC

Equipment Type



b. When the Individual Weight toggle button is on

- Enter the “Volume per ULD”, “Weight per ULD” and “ULD Quantity” in the shipment field
- When the toggle button is on, the Total Pieces, Total Weight and Total Volume field will be dimmed and auto-filled.

Shipment Types
Loose **Prepack (ULD)**

Summary
Use Individual Weight ☒
Total Pieces: 1
Total Weight: 33.0 kg lb
Total Volume: 4.000 mc cf

Add ULD Type
Main Deck Pallet (MDP)
Q6 + Q7 + ZA +
ZB + ZC + X8 +
Lower Deck Pallet (LDP)
A2 + H2 + H3 +
W2 +
Lower Deck Container (LDC)
L3 +
ULD Quantity: 1 Weight per ULD: 33 kg lb Volume per ULD: 4 mc cf ULD and Contour: L3 LDC Equipment Type:

*Note: The unit can be changed by clicking the toggle button

IV. Click on a new ULD type to add another ULD shipment if needed

- A new ULD shipment field will display

Add ULD Type

Main Deck Pallet (MDP)
Q6 + Q7 + ZA +
ZB + ZC + X8 +

Lower Deck Pallet (LDP)
A2 + H2 + H3 +
W2 +

Lower Deck Container (LDC)
L3 +

ULD Quantity: 1 Weight per ULD: 33 kg lb Volume per ULD: 4 mc cf ULD and Contour: L3 LDC Equipment Type:

ULD Quantity: 1 Weight per ULD: kg lb Volume per ULD: mc cf ULD and Contour: A2 LDP Equipment Type:



V. Additional search criteria in summary table (optional)

- Select Servicing Mode

There are two options available in the dropdown list:

- All (Default) = Display available options which include trucking
- Air Only = Display available options which include flights only

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
33.0

kg lb

Total Volume
4.000

mc cf

Servicing Mode
All

All
Air only

Departure Time (From)
00:00

Shipper / Consignee
Please Select



- Select Aircraft Type

There are two options available in the dropdown list:

- All (Default) = Display available flight options with Passenger Flights and Freighters
- Freighter Only = Display available flight options with Freighters only

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
33.0 kg lb

Total Volume
4.000 mc cf

Servicing Mode
All

Aircraft Type
All

All

Passenger Only

Freighter Only

Confidential and Proprietary Information

22



- Select the Departure Time (From)
 - 00:00 (Default) = Display the available flight options from midnight
 - Other time = Display the available flight options from specific time onwards

Shipment Types

Loose Prepack (ULD)

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
33.0 kg lb

00:00

01:00

02:00

03:00

04:00

05:00

Shipper / Consignee
Please Select



- Select the Known Shipper
 - Select specific shipper from the dropdown list

Shipment Types

Loose **Prepack (ULD)**

Summary

Use Individual Weight ☒

Total Pieces
2

Total Weight
33.0 **kg** lb

Total Volume

White Stripe Foods

Acer

Amazon

UNY

WD

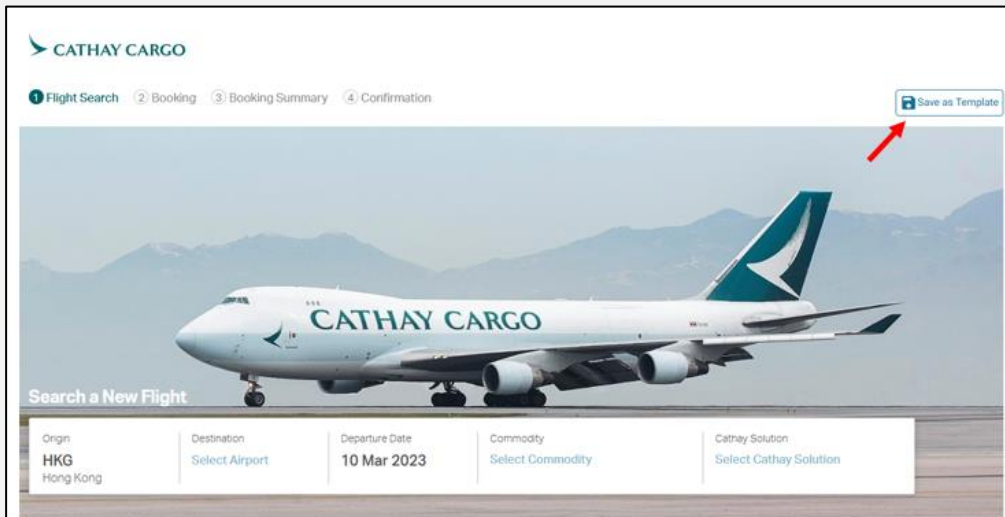
Shipper / Consignee
Please Select

VI. Click Search to proceed once the information has been filled in

Search



3.4. Save as Template

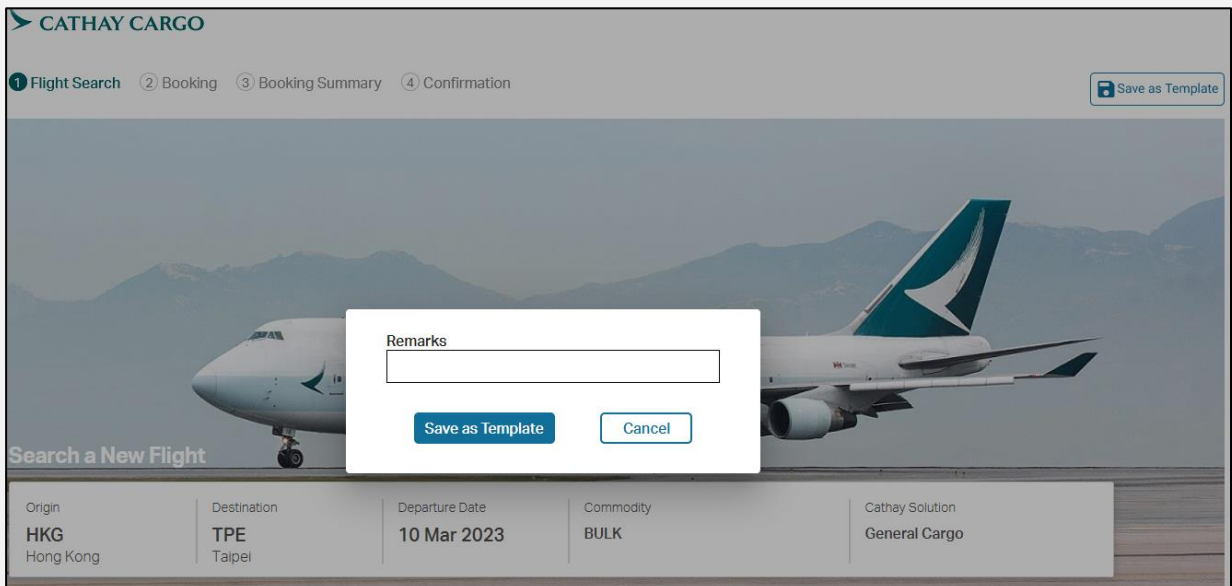


All the information on the Flight Search page can be saved as a template

Users have to fill in at least:

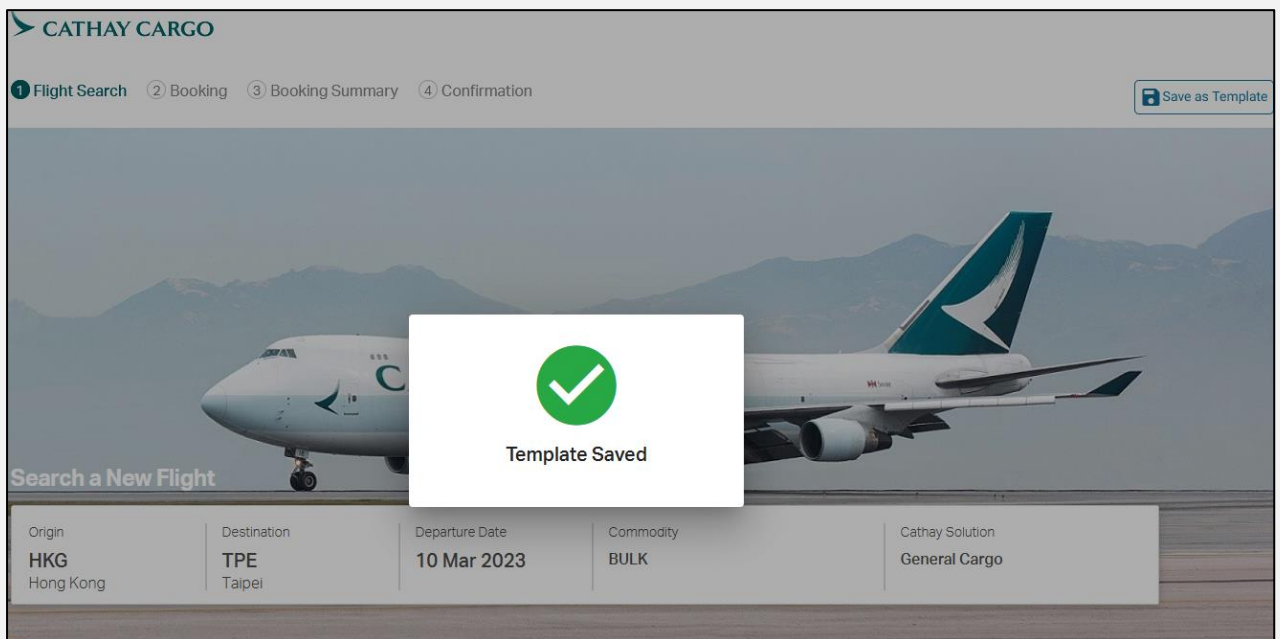
- Origin
- Destination
- Departure Date
- Commodity
- Cathay Solution

After inputting the necessary information, click the “Save as Template” button and a pop-up will display

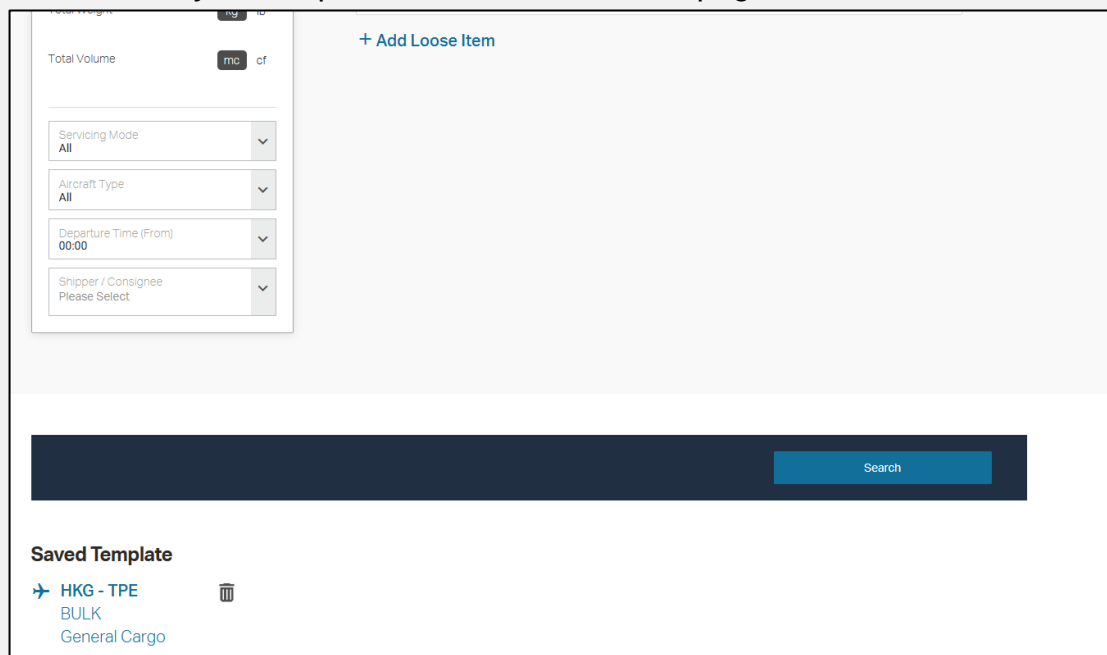




If no remarks is needed, click “Save as Template” once again and the template will be saved



- You can find your templates at the bottom of the page



Just simply click it and the information will be prefilled base on your template

*Note: You can save up to 5 templates



4. Booking

Dummy data

1 Flight Search

2 Booking

3 Booking Summary

4 Confirmation

Quotation Ref # 230320-D4U-544

Origin
HKG
Hong Kong

Destination
TPE
Taipei

Departure Date
20 Mar 2023

Commodity
Consol

Cathay Solution
General Cargo

Loose

1 pieces, 23.0 kg

Edit Shipment Details

Available Flight

Fri 17 Mar

Sat 18 Mar

Sun 19 Mar

Mon 20 Mar

Tue 21 Mar

Wed 22 Mar

Thu 23 Mar

Sort By:

Departure Time

Arrival Time

Duration

Display by:

Rate per kg (Chargeable)

HKD

Instant Confirmation

☐ Direct Flight

	First (PR1)	Essential Plus (PR2)	Essential (PR3)	Reserved Space Availability
08:10 HKG 1h 55m 10:05 TPE CX564 View Details HKD 18.54 HKD 12.71 HKD 10.06 HBA Allotment				
08:35 HKG 2h 5m 10:40 TPE CX530 View Details HKD 18.54 HKD 12.71 HKD 10.06 <td></td>				
09:50 HKG 2h 0m 11:50 TPE CX450 View Details HKD 18.54 HKD 12.71 HKD 10.06 <td></td>				

4.1. Review and modify search criteria

- All entered search criteria will appear in the header of the Booking page

Welcome

Back to Cargo.com

1 Flight Search

2 Booking

3 Booking Summary

4 Confirmation

Quotation Ref # 230312-P8E-8E6

Origin
HKG
Hong Kong

Destination
TPE
Taipei

Departure Date
13 Mar 2023

Commodity
Consol

Cathay Solution
General Cargo

Loose

1 pieces, 45.0 kg

Edit Shipment Details



II. Modify the search criteria if needed and click “Search” icon to update the results

Welcome [User Name] Back to Cargo.com

CATHAY CARGO

1 Flight Search 2 Booking 3 Booking Summary 4 Confirmation

Quotation Ref # 230312-P8E-8E6

Origin HKG Hong Kong	Destination TPE Taipei	Departure Date 13 Mar 2023	Commodity Consol	Cathay Solution General Cargo
----------------------------	------------------------------	-------------------------------	---------------------	----------------------------------

Loose 1 pieces, 45.0 kg [Edit Shipment Details](#)

III. Click “Edit Shipment Details” and you will be redirected to the Flight Search page to update the shipment type, piece, weight and volume

Welcome [User Name] Back to Cargo.com

CATHAY CARGO

1 Flight Search 2 Booking 3 Booking Summary 4 Confirmation

Quotation Ref # 230312-P8E-8E6

Origin HKG Hong Kong	Destination TPE Taipei	Departure Date 13 Mar 2023	Commodity Consol	Cathay Solution General Cargo
----------------------------	------------------------------	-------------------------------	---------------------	----------------------------------

Loose 1 pieces, 45.0 kg [Edit Shipment Details](#)

4.2. Review the flight options

I. Display of departure date

- Dates between 3 days before and 3 days after the original departure date will be displayed
- System will update the departure date and available flight options if a new date is selected

Available Flight

Sort By: [Departure Time](#) [Arrival Time](#) [Duration](#) Display by: [Rate per kg \(Chargeable\)](#) [HKD](#) [Instant Confirmation](#)

Fri 10 Mar	Sat 11 Mar	Sun 12 Mar	Mon 13 Mar	Tue 14 Mar	Wed 15 Mar	Thu 16 Mar
------------	------------	------------	-------------------	------------	------------	------------

☒ Direct Flight

First (PR1)	Essential Plus (PR2)	Essential (PR3)
-------------	----------------------	-----------------



II. Sorting options

- Change the sorting order by clicking on the label or selecting from the dropdown menu for display options
- Sort By: Departure Time (Default)/Arrival Time/Duration
- Display By: Rate per Chargeable kg (Default)/ Rate per Gross kg / Rate per Chargeable lb/ Rate per Gross lb / Rate per mc/ Rate per cf and Currency

Available Flight

Fri 10 Mar	Sat 11 Mar	Sun 12 Mar	Mon 13 Mar	Tue 14 Mar	Wed 15 Mar	Thu 16 Mar
Sort By: Departure Time Arrival Time Duration ←						
Display by: Rate per kg (Chargeable) HKD Instant Confirmation						
☐ Direct Flight		First (PR1)		Essential Plus (PR2)		Essential (PR3)

III. Tick the Direct Flight box if direct flights are preferred

Available Flight

Fri 10 Mar	Sat 11 Mar	Sun 12 Mar	Mon 13 Mar	Tue 14 Mar	Wed 15 Mar	Thu 16 Mar
Sort By: Departure Time Arrival Time Duration						
Display by: Rate per kg (Chargeable) HKD Instant Confirmation						
☐ Direct Flight ↓		First (PR1)		Essential Plus (PR2)		Essential (PR3)

4.3. Display of available flight options

There are three sections:

- A. Flight information
- B. Non-Reserved Space
- C. Reserved Space (This section will not be shown if you do not have allotted space with CX)

Sort By: [Departure Time](#) [Arrival Time](#) [Duration](#) B

Display by: Rate per kg HKD Instant Confirmation C

Dummy data A

			First (PR1)	Essential Plus (PR2)	Essential (PR3)	Reserved Space Availability	
☐ Direct Flight	08:10 HKG	10:05 TPE CX564 View Details	HKD 18.54	HKD 12.71	HKD 10.06	HBA	Allotment
	08:35 HKG	10:40 TPE CX530 View Details	HKD 18.54	HKD 12.71	HKD 10.06		
	09:50 HKG	11:50 TPE CX450 View Details	HKD 18.54	HKD 12.71	HKD 10.06	SBA	

4.3.1. Information of available flight options



I. Review the flight information and choose the ideal flight

A

☐ Direct Flight

08:10 HKG	1h 55m	10:05 TPE	CX564 View Details
08:35 HKG	2h 5m	10:40 TPE	CX530 View Details

Flight Information includes:

- Origin
- Destination
- Duration
- Departure Time
- Arrival Time
- Flight Details

II. Click View Details for more information including departure date, flight duration, airport name and aircraft type

☐ Direct Flight

08:10 HKG	1h 55m	10:05 TPE	CX564 View Details
08:35 HKG	2h 5m	10:40 TPE	CX530 View Details

View Details for CX564:

31 Aug 2021 08:10 → 1h 55m → 31 Aug 2021 10:05 CX564 333

HKG Hong Kong International Airport TPE Taiwan Taoyuan International Airport

Total Duration 1h 55m [Hide Details](#)

4.3.2. Non-Reserved Space

I. Select one of the options if you wish to book on non-reserved space

- First (PR1)
- Essential Plus (PR2)
- Essential (PR3)

II. Rate Behavior of Non-Reserved Space

There are 3 types of scenarios under this section:



a. Scenario 1: Display with Rate and Green Dot

- Click on the rate and proceed to booking which can be instantly confirmed

Dummy data				B		
☐ Direct Flight				First (PR1)	Essential Plus (PR2)	Essential (PR3)
08:10 HKG	1h 55m	10:05 TPE	CX564 View Details	HKD 18.54 ●	HKD 12.71 ●	HKD 10.06 ●
08:35 HKG	2h 5m	10:40 TPE	CX530 View Details	HKD 18.54 ●	HKD 12.71	HKD 10.06

b. Scenario 2: Display with Rate only

- Click on the rate and proceed to booking which will be reviewed by CX

Dummy data				B		
☐ Direct Flight				First (PR1)	Essential Plus (PR2)	Essential (PR3)
08:10 HKG	1h 55m	10:05 TPE	CX564 View Details	HKD 18.54 ●	HKD 12.71 ●	HKD 10.06 ●
08:35 HKG	2h 5m	10:40 TPE	CX530 View Details	HKD 18.54 ●	HKD 12.71	HKD 10.06

c. Display 3: Display “Contact Sales”

- Booking is not allowed

Dummy data				First (PR1)	Essential Plus (PR2)	Essential (PR3)
08:10 HKG	1h 55m	10:05 TPE	CX564 View Details	Contact Sales	HKD 15.89 ●	Contact Sales
08:35 HKG	2h 5m	10:40 TPE	CX530 View Details	Contact Sales	HKD 15.89 ●	Contact Sales



4.3.3. Reserved Space

I. Select the available option if you wish to book on Reserved Space. Only the corresponding allotment type will be shown under this section based on your agreement.

- HBA
- SBA
- BSA
- STA
- Allotment
- FSS

*Note: The Reserved Space section will not be shown if you do not have allotted space with CX.

II. Behavior for Reserved Space

There are 4 types of scenarios under this section:

a. Scenario 1: Display with allotment type and Green Dot

- Click on the allotment type and proceed to booking which can be instantly confirmed

Dummy data				First (PR1)			Essential Plus (PR2)	Essential (PR3)	Reserved Space Availability	
☐ Direct Flight				HKD 18.54			HKD 12.71	HKD 10.06	HBA	Allotment
08:10 HKG	+ 1h 55m	10:05 TPE	CX564 View Details	HKD 18.54			HKD 12.71	HKD 10.06		
08:35 HKG	+ 2h 5m	10:40 TPE	CX530 View Details	HKD 18.54			HKD 12.71	HKD 10.06		
09:50 HKG	+ 2h 0m	11:50 TPE	CX450 View Details	HKD 18.54			HKD 12.71	HKD 10.06	SBA	

b. Scenario 2: Display with allotment type

- Click on the allotment type and proceed to booking which will be reviewed by CX

Dummy data				First (PR1)			Essential Plus (PR2)	Essential (PR3)	Reserved Space Availability	
☐ Direct Flight				HKD 18.54			HKD 12.71	HKD 10.06	HBA	Allotment
08:10 HKG	+ 1h 55m	10:05 TPE	CX564 View Details	HKD 18.54			HKD 12.71	HKD 10.06		
08:35 HKG	+ 2h 5m	10:40 TPE	CX530 View Details	HKD 18.54			HKD 12.71	HKD 10.06		



5. Booking Summary

You will be directed to the Booking Summary page after selecting the flight option

CATHAY CARGO

1 Flight Search 2 Booking 3 Booking Summary 4 Confirmation

Print

Dummy data

Shipping from Hong Kong to Taipei on 17 MAR 2023

Shipment Details

BULK
General Cargo

Loose 1 piece 2.0 kg in total

Chargeable Weight 333.5 kg

Rate Summary

	Per kg	Total cost
Freightage	35.00	11,672.50
Fuel Surcharge	2.00	667.00
Security Surcharge		Refer to Rate Sheet
Truck	0.00	0.00
Other Charges		
Total (for reference only)	37.00	HKD 12,339.50

Proceed to Booking

Start A New Search Exit

Non Reserved Space - First (PR1)

CX488

17 Mar 2023
08:00
HKG
Hong Kong International Airport

17 Mar 2023
09:45
TPE
Taiwan Taoyuan International Airport

Total Duration 1h 45m

Booking

Please enter Air Waybills for booking* Nature of Goods*

140 -

Contact Person* Email Address*

testing gs00s@cathaypacific.com

Remarks

Special Handling ⓘ

You can input up to 5 special handling codes

Code 1
XPS

Code 2

Code 3

Code 4

Code 5

Disclaimer

1. Prices shown are reference prices only.
2. The actual prices are subject to final shipment size, service, surcharges, and other factors, including filing errors.
3. Shipment journey may be affected if SHC code(s) is/are not properly inputted for shipments with special handling requirements.

Terms and Conditions

I have read and accepted the Terms and Conditions



I. Review the origin, destination and departure date

Shipping from **Hong Kong to Taipei** on **13 MAR 2023**

II. Review the shipment details

- Review the Shipment Details including the Commodity, Product, Shipment Type, Shipment Weight, Shipment volume and Chargeable Weight

Shipment Details



BULK
General Cargo



Loose 1 piece 45.0 kg in total



Chargeable Weight 500.0 kg

III. Review the selected allotment type

- a. Display will be as follows if Reserved Space option (example: HBA) is selected

Dummy data

Reserved Space - HBA

 **CX564**

31 Aug 2021
08:10
HKG
Hong Kong International Airport

→ 1h 55m

31 Aug 2021
10:05
TPE
Taiwan Taoyuan International Airport

Total Duration 1h 55m

- b. Display will be as follows if Non-Reserved Space option (example: General LIFT Plus) is selected

Dummy data

Non Reserved Space - First (PR1)

 **CX498**

13 Mar 2023
07:00
HKG
Hong Kong International Airport

→ 1h 40m

13 Mar 2023
08:40
TPE
Taiwan Taoyuan International Airport

Total Duration 1h 40m



IV. Review the selected flight information

- Review the flight information including the flight number, departure date and time, arrival date and time, airport name and flight duration

Dummy data

Reserved Space - HBA

CX564

31 Aug 2021
08:10
HKG
Hong Kong
International
Airport

→

1h 55m

31 Aug 2021
10:05
TPE
Taiwan Taoyuan
International
Airport

Total Duration 1h 55m

V. Fill in the Booking AWB

- Select the AWB prefix (Default prefix is 160)

Booking

Please enter Air Waybills for booking*

160 -

Nature of Goods*

Contact Person*

Email Address*

Remarks

- Enter the “AWB Number”, “Nature of Goods”, “Contact Person”, “Email Address” and “Remarks” (optional)
 - Enter the remaining 8-digits of the AWB number after the prefix
 - Indicate the shipment declaration in the Nature of Goods field
 - Enter additional information in the remarks field if necessary



VI. Enter Special Handling Code (SHC)

- Enter the SHC for your shipment
 - The special handling code field can support up to 5 SHCs
 - Some codes will be pre-filled based on your selection on the Booking page (Example: Essential Plus is selected so “PR2” is the pre-filled SHC)

Special Handling

You can input up to 5 special handling codes

Code 1
PR2

Code 2

Code 3

Code 4

Code 5

VII. Review the Rate Summary

- Rate summary will display the breakdown of Freightage, Fuel Surcharge, Security Surcharge and Truck Cost
- Select the rate calculation display by Chargeable Weight or Gross Weight
- Select other currencies from the dropdown list for reference

Dummy data

Rate Summary			HKD ▾
	Per kg	Total cost	
Freightage	35.00	17,500.00	
Fuel Surcharge	2.00	1,000.00	
Security Surcharge		Refer to Rate Sheet	
Truck	0.00	0.00	
Other Charge			
Total (for reference only)	37.00	HKD 18,500.00	
Proceed to Booking			
Start A New Search		Exit	



VIII. Disclaimer and T&C

- Tick the box after reviewing the Disclaimer and T&Cs

Disclaimer

1. Prices shown are reference prices only.
2. The actual prices are subject to final shipment size, service, surcharges, and other factors, including filing errors.
3. Shipment journey may be affected if SHC code(s) is/are not properly inputted for shipments with special handling requirements.

Terms and Conditions

-

☐ I have read and accepted the Terms and Conditions

IX. Click on Proceed to Booking

Dummy data

Rate Summary

HKD ▾

	Per kg	Total cost
Freightage	35.00	17,500.00
Fuel Surcharge	2.00	1,000.00
Security Surcharge		Refer to Rate Sheet
Truck	0.00	0.00
<u>Other Charge</u>		
Total (for reference only)	37.00	HKD 18,500.00

Proceed to Booking

[Start A New Search](#)[Exit](#)



6. Confirmation Page

Dummy data

Back to Cargo.com

1 Flight Search

2 Booking

3 Booking Summary

4 Confirmation

Print

Thank you! Your booking is under review.

Please contact our local sales team for further questions.

AWB Number 160- [REDACTED]

Booking Summary

Shipping from Hong Kong to Taipei on 16 MAR 2023

Rate Summary

HKD

	Per kg	Total cost
Freightage	35.00	17,500.00
Fuel Surcharge	2.00	1,000.00
Security Surcharge		Refer to Rate Sheet
Truck	0.00	0.00
Other Charge		
Total (for reference only)	37.00	HKD 18,500.00

[Start A New Search](#)

Shipment Details

BULK

General Cargo

Loose

1 piece 45.0 kg in total

Chargeable Weight

500.0 kg

Non Reserved Space - First (PR1)

CX488

16 Mar 2023

08:00

HKG

Hong Kong International Airport

+

1h 45m

16 Mar 2023

09:45

TPE

Taiwan Taoyuan International Airport

Total Duration 1h 45m

Booking

Air Waybills number

160- [REDACTED]

Nature of Goods

goc

Special Handling

XPS

You can trace your shipment status [here](#)



- I. Confirmation page will display two statuses
 - A. Your booking is confirmed
 - B. Your booking is under review

- II. When the status is “Your booking is confirmed”

Thank you! Your booking is confirmed.
AWB Number 160- [REDACTED]

- I. When the status is “Your booking is under review”
 - Booking will be reviewed by CX

Thank you! Your booking is under review.
Please contact our local sales team for further questions.
AWB Number 160- [REDACTED]

- II. Print function
 - Click Print to print the confirmation page

