	©©©©©	X
Creator: M. Schmid	Version:	
M. Schmid	Febr	uary.2017

1 LOGIN

Website Link: https://tmis.wuerth-logistics.com/ls/Login?Branding=wuerth&Lang=en



Username and Password you'll receive from us by e-mail. At the first login, please change your password to a personal one.

2 **TRANSPORT LIST / ORDER BOOKING**



You are logged on to the system - please choose the function you need

The "Transport list" is your cockpit.

You can book new transport orders and you'll see all shipments booked with us.

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ď	in process	4000087893 WULO KR			9 CLL 1971.0 [kg] 23.02.2017

By clicking on the "blank document" button, you'll reach the input mask to book new transport orders.

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An important box is "**Reference no.**": Please enter the **customer's order number** there. Further reference numbers – for example your delivery note number – can also be entered in this field. **Important**: please insert further numbers always in a new row = only one reference number per row.

The "Consignor" (you) will be selected automatically by the system.

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The correct "**Pickup**" address (if more than one available) you can select by clicking on the binoculars.

Gross* [kg]

L [cm]

Packages

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Pos Qua.* Code*

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Description* Montagematerial

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	Pick-up date*	<u>1002597</u>				
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As easy as before, it also works with the "**Recipient**". By clicking on the binoculars you'll see all possible recipients, please select the correct one.

Same procedure with the "**Delivery**" address: By clicking on the binoculars you can choose the correct delivery address.

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Please enter the "**Pick-up date**". If you don't enter it, the system will select the next working day as pick-up date automatically.

Notes in field "**Remarks**" will be shown on the transport order – for example loading times, contact for collection...

Notes in filed "Remarks internals" is only for internal information and will not be shown on the transport order.

Following details about "Packages" are mandatory. Without those details the order cannot be saved.

- Number & type of packages
- Gross weight
- Bulkiness (either measurements (length, width, height), m3, Ldm or number of pallet places (if not stackable)

If you have more than one package:

Please use button.

It will generate an additional line to enter more packages.

As soon as you entered all the details, please save the transport order by clicking on "**Save**" (top of the entering mask). After saving the order, the system will create the transport order number (4000...). At this point, the shipment will be forwarded to us for further processing. Thanks for your Online- booking.

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