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Air Miscellaneous

As there may be some local services which are not related to export/ import of shipment, miscellaneous job provides user to record the services and issue invoices with a simple and quick way.

Go to Air Freight -> Miscellaneous -> Miscellaneous Job

➤ Please press [Go]

Press [+] for new record.

Bill No.	HAWB	Shipper Name	Consignee Name	Qty	Gross Weight	CBM	Terms	Terms	POL	POD	Date	Job
1		B&B GROUP LIMITED	LHS WORLDWIDE	0	0.00	0.000	PP				14/06/2016	HKGAM000100009
2	ASHKG650011111	MISC		0	0.00	0.000					06/06/2016	HKGAM000100010

Please fill in the form. Only the fields with [*] is mandatory.

Job field will not be edited because job number will be auto generated.

Press [Confirm] once finish.

Details of the job can also be added if any:

Seq	Qty	Unit	Gross Wgt.	Unit *	Volume Wgt.	Chargeable Wgt.	CBM	Marks	Goods Descriptions.
1	10	10 CTN	600.00	KGS	0.00	600.00	20.550	WINE 1234	WINE 0001 WINE 9991

After creating the job file, users may input charges for sales and purchase. Income added in Sales, cost is added under purchase.

Air Freight Inbound Outbound Miscellaneous Report Invoice Tariff Master Sea-Air Utility

Misc. Job (This is UAT environment) Division: AM User: HKG|LE

Bill No. Job: HKGAM160700001 Job Date: 01/07/2016

Shipper: JANICE TEST 2 LTD D

Consignee: MAIME HONGKONG CONSIGNEE

Qty: 10 Gross Wgt.: 600.00 Volume Wgt.: 0.00 Chargeable Wgt.: 600.00

Freight Term: PP Oth. Term: PP Port of Loading: CAN Final Destination: CAN

Generate Invoice

SALES		Original Charge Item												
Chrg *	Description	F	Base *	Curr *	Rate	Qty	Amount	Inv.Curr *	Ex.Rate	Inv. Amount	Ctrl	By	Bill	Remark
1	TRU TRUCKING FEE	KGS	HKD	10.000	600.000	6,000.00	HKD	1.000000		6,000.00	O			
2	CIS CUSTOMS INSPECTION FEE	SET	HKD	50.000	1.000	50.00	HKD	1.000000		50.00	O			
										6,050.00				

PURCHASE														
Chrg *	Description	F	Base *	Curr *	Rate	Qty	Amount	Inv.Curr *	Ex.Rate	Inv. Amount	Ctrl	By	Bill	
										0.00				

In case users need to issue credit note, user may input "-" with the charge rate:

Air Freight Inbound Outbound Miscellaneous Report Invoice Tariff Master Sea-Air Utility

Misc. Job (This is UAT environment) Division: AM User: HKG|LE

Bill No. Job: HKGAM160700001 Job Date: 01/07/2016

Shipper: JANICE TEST 2 LTD D

Consignee: MAIME HONGKONG CONSIGNEE

Qty: 10 Gross Wgt.: 600.00 Volume Wgt.: 0.00 Chargeable Wgt.: 600.00

Freight Term: PP Oth. Term: PP Port of Loading: CAN Final Destination: CAN

Generate Invoice

SALES		Original Charge Item										
Chrg *	Description	F	Base *	Curr *	Rate	Qty	Amount	Inv.Curr *	Ex.Rate	Ctrl	By	Bill
CC	0021	IP LAU CHING ANNIE										
PSL	PROFIT SHARE	JOB	HKD	-200		1	-200	HKD		1	O	

After input all charges, users may press [Generate Invoice] and [Gen. Purchase Inv] to issue the invoices.

Air Freight	Inbound	Outbound	Miscellaneous	Report	Invoice	Tariff	Master	Sea-Air	Utility	
Misc. Job ? X (This is UAT environment)								Division: AM		User: HKG LEO
Browse MAWB Charge File										
Bill No.	Job			HKGAM160700001		Job Date	01/07/2016			
Shipper	JANICE TEST 2 LTD D									
Consignee	MAIME HONGKONG CONSIGNEE									
Qty	10	Gross Wgt.	600.00	Volume Wgt.	0.00	Chargeable Wgt.	600.00			
Freight Term	PP	Oth. Term	PP	Port of Loading	CAN		Final Destination	CAN		
Generate Invoice		Gen. Purchase Inv								
SALES										
Original Charge Item										
Chrg	Description	F Base	Curr	Rate	Qty	Amount	Inv. Curr	Ex. Rate	Inv. Amount	Ctrl By Bill Remark
Term	CC Code	I0021	Invoice To	IP LAU CHING ANNIE			Inv. Curr	HKD	Inv#	
1	PSL	PROFIT SHARE	SET	HKD	-200.000	1.000	-200.00 HKD	1.000000	-200.00 O	
									-200.00	
Term	PP Code	M0067	Invoice To	MAIME HONGKONG CONSIGNEE			Inv. Curr	HKD	Inv#	
2	TRU	TRUCKING FEE	KGS	HKD	10.000	600.000	6,000.00 HKD	1.000000	6,000.00 O	
3	CIS	CUSTOMS INSPECTION FEE	SET	HKD	50.000	1.000	50.00 HKD	1.000000	50.00 O	
									6,050.00	
PURCHASE										
Chrg	Description	F Base	Curr	Rate	Qty 1	Amount	Inv. Curr	Ex. Rate	Inv. Amount	Ctrl By Bill
Term	PP Code	T0001	Invoice From	TRANS-TRADE, INC.			Inv. Curr	HKD	Inv#	
1	TRU	TRUCKING FEE	KGS	HKD	3.500	600.000	2,100.00 HKD	1.000000	2,100.00 O	
									2,100.00	

**Only Footer Remark will be printed on the invoice.

User may press [Print Invoice] to have a look for the invoice draft. After press the [approval] button, the word (Draft) will be omitted.

Customer Invoice Maintenance ? X (This is UAT environment)								User: HKG LEO			
Browse Invoice Details CAS Details											
Invoice Type	I	(I-Inv C-C/R Note)	Job	HKGAM160700001	Status						
Invoice Number	HKGDA0000277			MAWB	HKGAM160700001	Posting					
Payee*	M0067	HAWB	Division	AM							
MAIME HONGKONG CONSIGNEE				Flight Information							
25/F REALLY GOOD STREET, HONG KONG				Bound	M						
				Flight Date	01/07/2016						
				Freight Terms	PP						
Payment Terms		Issue Date*	01/07/2016	Pay Currency*	HKD	Ex. Rate	1.000000				
Print Type	1 - English	Due Date		Amount	6,050.00						
Remark (For Misc. Job)											
Footer Remark (Print First Line Only)	12345678 12345678 12345678										
Approve status	Appr/On-Appr user			Date							
CHG	Prt Invoice	Void	Load From Accrual	Release To Accrual	Approve						
+	HAWB	Charge*	Desc	Base*	Cur*	Rate	Qty1	Qty2	Amt	Ex. Rate	Inv. Amt
1	ASW-1234567	TRU	TRUCKING FEE	KGS	HKD	10.000	600.00	1.00	6,000.00	1.000000	6,000.00
2	ASW-1234567	CIS	CUSTOMS INSPECTION FEE	SET	HKD	50.000	1.00	1.00	50.00	1.000000	50.00

Each charge details are allowed to add remarks:

Customer Invoice Maintenance (This is UAT environment) User: HKG|LEO

Invoice Type: I (I-Inv C-C/R Note) Job: HKGAM160700001 Status:
 Invoice Number: HKGDA0000277 MAWB: HKGAM160700001 Posting:
 Payee: M0067 HAWB: Division: AM
 MAIME HONGKONG CONSIGNEE Flight Information:
 25/F REALLY GOOD STREET, Bound: M
 HONG KONG Flight Date: 01/07/2016
 Freight Terms: PP
 Payment Terms: Issue Date: 01/07/2016 Pay Currency: HKD Ex.Rate: 1.000000
 Print Type: 1 - English Due Date: Amount: 6,050.00
 Remark (For Misc. Job):
 Footer Remark (Print First Line Only): 12345678
 12345678
 12345678
 Approve status: Appr/Un-Appr User: Date:

Charge *	Desc	Base *	Cur *	Rate	Qty1	Qty2	Amt	Ex.Rate	Inv.Amt
TRU	TRUCKING FEE	KGS	HKD	10	600	1	6000	1	6000
Collect from factory to warehouse									
2	CIS	SET	HKD	50.000	1.00	1.00	50.00	1.000000	50.00



AIR SEA WORLDWIDE
 港捷國際貨運

INVOICE (DRAFT)

To: MAIME HONGKONG CONSIGNEE
 25/F REALLY GOOD STREET,
 HONG KONG

Invoice No.: HKGDA0000277
 Job No.: HKGAM160700001
 Date: 01/07/2016
 Customer No.: M0067

Tel: Fax:
 Attn.:

Flight/Truck No. : TRU 0001	Place of Receipt : HONG KONG
ETD Date : 01/07/2016	Final Destination : GUANGZHOU
ETA Date : 01/07/2016	QTY : 10 CTNS
Bill No. : ABC 1234567	Gross Weight : 600.0 KGS
HAWB No. : ASW-1234567	Chargeable Weight : 600.0 KGS

Descriptions	Rate	Amount
TRUCKING FEE	HKD 10.0000 KGS X 600.000	HKD 6,000.00
Collect from factory to warehouse		
CUSTOMS INSPECTION FEE	HKD 50.0000 SET X 1.000	HKD 50.00

Remarks : 12345678
 12345678
 12345678

SAY : HONG KONG DOLLARS SIX THOUSAND AND FIFTY ONLY

Prepared By : Leo C Invoice Issue Date : 29/07/2016 TOTAL : HKD 6,050.00

Please pay to the following bank accounts:
 Beneficiary: Air Sea Worldwide Logistics Ltd.
 Banker : The Hong Kong & Shanghai Banking Corp. Ltd.
 Bank Address: 1 Queen's Road Central, Hong Kong.
 USD A/C# 567-611587-201 / HKD A/C# 567-611587-001
 SWIFT:HSBCHKHHKHK

Please tick "Blank Form" to have the invoice print on pre-print form.

Invoice Type	I (I-Inv C-C/R Note)	Job	HKGAM151200002	Status					
Invoice Number	HKGDA0000189	MAWB	CLP-0001	Posting					
Payee	T0064	HAWB		Division	AM				
TEST123	Flight Information								
	Bound	M							
	Flight Date	18/12/2015							
	Freight Terms	PP							
Payment Terms	Issue Date	01/01/2016	Pay Currency	HKD	Ex.Rate				
Print Type	1 - Details	Due Date	Amount		720.00				
Remark (For Misc. Job)	SHIPPER APPLE TREE STORE SZX HKG 10 CTN 120.00 K CONSIGNEE ORANGE JUICE COMPANY MAWB NO. CLP-0001 HAWB NO. TRUCK 1234 JOB NO. HKGAM151200002								
Footer Remark (Print First Line Only)	TRUCK 1234 // SZX/HKG // 10 CTN // 120.00 K								
Approve status	Y	Appr/Un-Appr User	leo	Date	2016/03/21 17:59:36				
Print Invoice	Un-approve	Void							
Invoice	Desc	Base	Cur	Rate	Qty1	Qty2	Amt	Ex.Rate	Inv.Amt
<input checked="" type="checkbox"/> Blank Form	DELIVERY CHARGE	KGS	HKD	6.000	120.00	1.00	720.00	1.000000	720.00

If there is extra document need to be recorded in the job for filing, user may proceed to [File] tag, then press [Upload] to upload file (excel, word, PDF, jpg, png) to the job.

Air Freight	Inbound	Outbound	Miscellaneous	Report	Invoice	Tariff	Master	Sea-Air	Utility	
Misc. Job (This is UAT environment)								Division: AM	User: HKG LEO	
MAWB	CLP-0001	Job	HKGAM151200002	Job Date	18/12/2015					
Shipper										
Consignee										
Qty	10	Gross Wgt.	120.00	Volume Wgt.	0.00	Chargeable Wgt.	120.00			
Freight Term	PP	Oth. Term	PP	Port of Loading	HKG	Final Destination	HKG			
Upload										
File Name	Remark	Create Date								

After confirming the job is finished by supervisor, lock job could be done.

Air Freight	Inbound	Outbound	Miscellaneous	Report	Invoice	Tariff	Master	Sea-Air	Utility			
Misc. Job (This is UAT environment)								Division: AM	User: HKG LEO			
MAWB		Job#	HKGAM151200002	Terms		Shipper						
Date		POL		POD		Consignee						
Division	AM	Status		User		Agent		Go				
		Able to Lock		Freight		Other						
MAWB	Shipper Name	Consignee Name	Locked	Gross Weight	CBM	Terms	Terms	POL	POD	Date	Job	
1	CLP-0001			10	120.00	0.000	PP	PP	HKG	HKG	18/12/2015	HKGAM151200002

Air Freight	Inbound	Outbound	Miscellaneous	Report	Invoice	Tariff	Master	Sea-Air	Utility			
Misc. Job (This is UAT environment)								Division: AM	User: HKG LEO			
MAWB		Job#	HKGAM151200002	Terms		Shipper						
Date		POL		POD		Consignee						
Division	AM	Status	Able to Lock	User		Agent		Return				
		Lock		Freight		Other						
L	MAWB	Shipper Name	Consignee Name	Qty	Gross Weight	CBM	Terms	Terms	POL	POD	Date	Job
<input checked="" type="checkbox"/>	1	CLP-0001		10	120.00	0.000	PP	PP	HKG	HKG	18/12/2015	HKGAM151200002

