

亞洲空運中心電子提貨通知書(eCAN)申請指引

1. 登錄 <u>http://www.aat.com.hk</u>,以下頁面將會顯示。



2. 往**第三步**以申請 AAT AIMS 帳戶。如閣下已經擁有AIMS 帳戶,請直接 跳到**第八步**。



3. 申請 AAT AIMS 帳戶:點選"立即登記"開始操作。

由亞洲空運中心營運效率部編寫 最後修改日期: 2019年3月7日 版本: 2.1 第1頁共4頁



4. 在以下電子表格輸入公司有關資料 (黃色方格為必須填寫)。

| C Register | | | | | | | | |
|---|------------------------|-------|-------------------------|---|-------|--|--|--|
| The Company Information | | | | | | | | |
| Company Name | | | | | | | | |
| Nature of Business | -Select- | | | IATA Code | | | | |
| Business Registration | | | | | | | | |
| No | | | | | | | | |
| registered company only) | | _ | | | | | | |
| | | | * The address field sho | ould not consist of any syr | mbol. | | | |
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| Address | | | | | | | | |
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| City | | 769 | | Postal Code | | | | |
| Country | | | | - ostar couc | | | | |
| Telephone (Office) | | | | Contact No | | | | |
| Email | | ī | | | | | | |
| Fax | | | | | | | | |
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| 1 Drocs Balance | | | | | | | | |
| E-mail Address: | 2 Important Notice C 3 | | ulers. | | | | | |
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| I agree the use of data for the purpose of receiving Asia Airfreight Terminal Co. Ltd.'s latest commercial information as stated above. | | | | | | | | |
| 🗐 Notification | | | | | | | | |
| This section is applicable to Cargo Agents only | | | | | | | | |
| | | Email | | | Fax | | | |
| | | | | | | | | |
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| Equipment Issue Reque | est (EIR) Notification | | | | | | | |
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5. 在 "eCAN Notification" 部分,輸入接收AAT電子提貨通知書(eCAN)之 電郵地址及/或傳真號碼。

| This samino is anninable to Caren Jeante only | | Notification | | |
|---|-------|--------------|---|-----|
| ma account a approach to congoing charactery | Email | | | Fax |
| Ferdement lasse Research (FR) MattReation | | | | |
| (for empty ULD release) | | | | |
| | | | | |
| mRCL Notification | | | | |
| (for alert upon cargo acceptance) | | | - | |
| eCAN Notification | | | | |
| (for cargo arrival notice) | | | | |
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- 6. 完成輸入後,點選頁面右下角"Submit"按鈕遞交申請表格,然後電郵 或傳真貴公司之商業登記證明(Business Registration Certificate)到亞洲空 運中心顧客服務及行政部(電郵地址:opsadm@aat.com.hk/傳真號碼: 2215 0152)作進一步處理。
- 7. 非AIMS用戶之電子提貨通知書(eCAN)申請操作完成。



8. AIMS帳戶使用者: 輸入帳戶名稱及密碼登入AIMS。



9. AIMS 主頁面將會顯示。

AT Schd Collection ¢ A in • eAWB • ITFS • se Manf. 👻 mRCL 👻 Q Enqu ns 🗸 🛛 🔂 Logout Welcome to CARGO MANAGEMENT SYSTEM **EXPORT** Schd Collection mULD Assignm nt Trackin formation Create
Maintai Maintaii
 Enquire Updat EIR - Enquire Enquiry Import House CC Enq Import Cargo Inv List

10. 前往 Admin → Company Profile 以更新公司資料。

| Company Profile Change Password Change | AT Schd Collection | ✿ Admin ▾ eAWB ▾ TFS ▾ H | House Manf. • mRCL • Q Enquiry • | Truck Info • Misc • mULD • Airlines Hu | b 🗸 Applications 🗸 🗗 Logout |
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| IMPORT Import <th></th> <th>Company Profile Maintain User Account Change Password</th> <th>Welcome to CARGO MANAGEMENT SYSTEM</th> <th></th> <th></th> | | Company Profile Maintain User Account Change Password | Welcome to CARGO MANAGEMENT SYSTEM | | |
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| Update Delete € Equire Summay Report | Gend Collection) • Create • Maintain • Enquire • Sch Coll(One-stop) //ddress Book • Add • Maintain • Enquire | (HOUSE MAINE) • Create • Update • Enquire • Delete • Transmit Hase Manf. (Enquiry) • Import House CC Enq • Import Cargo Inv List | (mULD Assignment) • Maintain • Enquire (EIB Enquire) • EIR • Split EIR | House Manfa • Create • Update • Enquire • Delete • Create Bulk • Delete • Enquire • Summary Report | Computery Shipment Tracking Fight Information OFP Cgo Summary Company Profile Company Profile Mintain User A/C Change Password |

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11. 在 "eCAN Notification" 部分, 輸入或更新接收AAT電子提貨通知書 (eCAN) 之電郵地址及/或傳真號碼。

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| mULD - Airlines H | ub 🗸 🛛 Appl | ications 👻 | 🗗 Logout | | | | | |
| Company Profile | | | | | | | | |
| | | | Cor | npany Informatio | n | | | |
| Company Name | | | | Customer No | | | | |
| Nature of Business | | | | IATA Code | | | | |
| Business Registration No | | | | | | | | |
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| <u>A</u> ddress | | | | | | | | |
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| Ci <u>t</u> y | | | | <u>P</u> ostal Code | | | | |
| Count <u>r</u> y | нк | | | | | | | |
| <u>T</u> elephone (Office) | | | | Co <u>n</u> tact No | | | | |
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| <u>F</u> ax | | | |] | | | | |
| The Commercial Information | | | | | | | | |
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| E-mail Address: | 🗷 1 Press Release 🗷 2 Important Notice 🗷 3 Newsletter 🗷 4 Others | | | | | | | |
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| I agree the use of data for the ourpose of receiving Asia Airfreight Terminal Co. Ltd.'s latest commercial information as stated above. | | | | | | | | |
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| Enable E-Invoice | | | | | | | | |
| Remarks: For all credit bas | ed invoice, elect | tronic version v | vill be available | to download it thr | ougn the funct | ion of enquire e-invo | DICE. | |
| III Notification | | | | | | | | |
| | Email | | | | | Fax | | |
| FIR Notification | | | | | | | | |
| EIR Notification | | | | | | | | |
| mRCL Notification | | | | | | | | |
| | | | | | | | | |
| eCAN Notification | L | | | | | | | |
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12. 完成輸入後,點選頁面底下之"Update"按鈕,以更新公司資料。

13. AIMS帳戶使用者之電子提貨通知書(eCAN)申請操作完成。