FremanWeb User Manual

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FREMANWEB BASICS

FremanWeb allows you to:

- Create consignment notes
- Get quotes
- Review your consignment history
- Create DG paperwork (if required)
- Save receivers, product and DG records (if required)
- Check delivery status of freight
- Keep consignment history for a period of 60 days
- Setup notifications
- Print a summary freight manifest
- Upload your consignments to Mainfreight
- FremanWeb also has the ability to print directly onto standard A4 paper or Thermal Labels

## Logging into FremanWeb

FremanWeb is designed to allow customers to manage and track their freight via Mainchain.

Mainchain is accessed via the Internet at: www.mainchain.net

- Enter your username and password, and then click **[Login]** to access Mainchain.
- Click on **[Actions]** then click the **[FremanWeb AU]** button to access FremanWeb from Mainchain, this will bring up the FremanWeb screen.

NAVIGATION AROUND FREMANWEB

FremanWeb has 4 main tabs as seen below, which can be accessed by clicking on them.
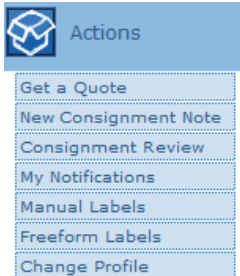
Action Tab

This is the main tab, used for:

- Creating consignment notes, labels, manifests
- Printing, uploading and track & trace
- Referring to previously created consignment notes
- Getting Quotes
- Checking notifications

Maintain Tab

Used to add, modify and delete records for:

- Receivers
- Products
- DGs and DG Signatories
- Sender/Charges
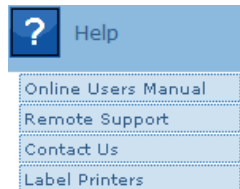
Help Tab

This is the Help tab, which contains:

- This user manual
- Remote support link
- Mainfreight group contact details
- Label printer information & support

Reports Tab

Used to generate manifest, consignment and hire equipment reports

- Expanding Help and Details Panels

Create New Consignment (Default)

| Charge & Sender Details, Charge Code: DHDIT, Sender Code: DHDIT   (Show Details...) |
| Receiver Details ,   (Hide Details...) |

Clicking the blue question mark icon opens the expanding help panel. This help information relates to the specific tasks on each page.

Create New Consignment (Default)

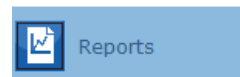Sender Details: If the consignment is being picked up from a different site from that listed, select the correct Sender Code from the list by clicking on the dropdown arrow.

For returned goods or pickups from a Sender location not listed, select the returned goods Sender code, and type in the name and address details for the pickup location.

Receiver Details: Start typing the Receiver code and select your saved Receiver details from the list, or type in the receiver name and address details as required.

The 'Hide Details' and 'Show Details' icons expand or minimise sections of the consignment note creation page.

ACTIONS

GET A QUOTE

- You can get quotes using the **[Get Quote]** option. You will need to enter in the following information:

- Choose your 'Charge/Sender' code. This will automatically populate the 'Sender' field details.

- Select your 'Carrier and Service Required'

- Select the 'Suburb' and 'City' you would like to send your consignment to

- Enter the quantity, cube and weight

Get a Quote (test)

| Charge: | 0219210 - MAINFREIGHT TEST CUSTOMEI ▼ | Service required/Carrier: | Mainfreight LCL ▼ |

Sender:		Receiver:	
Sender:	0219210 - MAINFREIGHT TEST CUSTOMI ▼		
Suburb:	PRESTONS	Suburb:	ESSENDON
PostCode:	2170	PostCode:	3040
State:	NSW	State:	VIC

Enter dimensions of the consignment

Line	Num	Height	Width	Length	M³	Kgs
1	1	0.2	0.5	0.2	0.02	20
2						
3						
4						
5						
					0.02	20

Once you have entered these details you can choose between these options:

- **[Quote]** will display the quote on screen

- **[Email Quote]** will send the quote to an email address that you specify in the email address box

Email Address: [   ]

- **[Print Quote]** will print the quote.

Please note: You will need a PDF viewer to view your quote before you can print it

- **[Create note]** will go to the connote creation screen with the charge/sender, selected suburb and city, and line details that you specified

You need an active charge code with structured rates to get quotes, if you do not have structured rates please contact your sales representative to get rates setup

NEW CONSIGNMENT NOTE

- To create a new consignment note, click on the **[New Consignment Note]** option under the **[Actions]** tab

- Charge and Sender Details

- Your correct Charge and Sender details are setup to automatically populate on each new consignment note

- Because this rarely changes it is minimised, click the [icon] to view

- You can select a different Sender code or enter a Return/Non Standard pickup in required

Receiver Details

To select a Receiver that has already been saved in FremanWeb:

- Start typing the Receiver Code and Freman will scroll to the first name that matches the details you have typed, select the correct code from the list

  Please Note: See Section 3 in this guide on how to setup and save Receiver records in FremanWeb

Manual Entry

- You can manually enter Receiver details in FremanWeb

  Please Note: You can store these as a saved Receiver record for future use by entering in the receiver details and click on the [icon] icon next to the **[Code]** field

- With manual entry, there is no need to type anything in the **[Code]** field

- Start by typing your Receiver Name in the **[Name]** field and complete each field below:

  - Address: type in the Address of the receiver. A second Address line is available for additional address details to be entered

- Suburb: type in the in the Suburb. If a Suburb is not available (eg for smaller towns and centres) enter the Town or City name in the **[Suburb]** field and select from the matching results

- City: type in the City

- Phone: type in the receiver's phone number

- Receiver Ref: type in the receiver's reference number

- Sender ref: type in the sender's reference number

The fields marked with a red asterisk * are mandatory fields, you can hover over the red asterisk * for further details on the specific issue.

- Line Item and Product Details

- Enter the number of pieces being sent in the **[Num]** column

- Enter the description of the goods being sent in the **[Description]** column

This can be entered as free text, or chosen from the drop down menu of saved product items that may have been setup. The DG class will also appear if the product has been saved as a Dangerous Good

Please Note: See Section 3 in this guide on how to setup and save Product and DG records in FremanWeb

- Enter the total volume (in Metres) and weight (in KG) for each line

- Any general notes can be typed on a separate line in the **[Description]** column e.g.

"Fragile – Handle With Care"

- You can add extra lines to the connote by clicking the **[Add Line]** button.

Please Note: The number of lines can be pre-set in the **[Options]** menu under the **[Maintain]** tab and can also be set in **[Note Template]** (Rang

Line	Num	STC	Description		DC	UN	M³	Kgs
1			C					
2			C	CARTON(S)- GLADE	2.1	0.030	12.0	
3			CR	CRATE(S)	2.1			
4								
5								
6								
7								
8								
9								
	0		DG Class:				0	0	Add Line

DG product information

When a product is a DG a small yellow diamond next to the UN column appears, when this is clicked it will show the DG details.

Additional Details

The additional details panel lets you set advanced options for your consignment. This panel is hidden by default, click on to view. This panel contains:

- Notifications

- Consignment date

- DG Signature (click the dropdown button to choose a different DG signatory if there are more than one)

- Contract Type (click the dropdown button to view other options)

- Hire Equipment (CHEP)

- **[Notifications]** allows you to enter email addresses and set different statuses to automatically send an email notification when the consignment has reached the selected status

- The **[Hire Equipment]** checkbox when checked will bring up the Hire Equipment details.

  Hire equipment: ☑

This is where your CHEP account number will be displayed if it has been setup by your sales representative. If you are sending CHEP pallets you can specify the number of CHEP being sent in the No. items field. With Equipment type you can select either CHEP PALLET or NOTRANSFER.

Save and Print

Once you have finished entering your consignment details, you are ready to Save or Print your consignment note.

Save

Clicking on the **[Save]** button:

- Saves your consignment to the FremanWeb Review List

- Does not print any consignment documentation

- Consignment documentation can be printed at any time via reopening the consignment note or by marking the note to print via the Review List

Print

Clicking on the **[Print]** button:

- Saves your consignment to the FremanWeb Review List

- Prints out the selected documentation for that consignment

FremanWeb allows you to create and print the following:

- Consignment Notes

- A4 (full page) Labels

- Thermal Labels (with a compatible Thermal Label printer)

- DG Forms (If Dangerous goods are being sent)

Consignment Notes, A4 Labels and DG forms are printed directly onto A4 paper using an available printer.

Use the checkboxes to select which documents to print; then click on the **[Print]** button. If you have not selected printers this will bring up a box allowing you to choose a printer, click **[OK]** to print.

Clicking the [Preview] button will bring up the Note, A4 label, Thermal Label and DG in PDF form which can be viewed with any compatible PDF reader

CONSIGNMENT REVIEW

The review screen displays saved consignments, allowing you to review and manage your recent consignment notes.

To view details of a saved consignment note, click on the note number and the connote details will open onscreen.

Editing Consignment Notes

- Consignment notes that have not been manually uploaded or automatically uploaded (Sent to Mainfreight electronically) can be edited by clicking on the connote number in the Review List.

- You can now revise the connote details as required then click on [Save] or [Print] to save the changes to the connote.

    Please Note: Amended connotes must be reprinted.

Uploading and Locking of Connote Details

- Uploading is the process of sending consignment details to Mainfreight electronically

- Once a connote is uploaded it can still be edited until it is picked up

- It is possible to reprint any documentation from an uploaded connote provided it is still available from the Review List

Please Note: A connote cannot be uploaded until the connote itself has been printed.

Automated Upload

FremanWeb automatically uploads a connote once it is printed, you can still edit connotes after they have been uploaded until they are picked up.

Actions

From the Review list, Consignment notes can be printed, manifested, uploaded, or deleted by selecting them using the checkbox to the left of the note number.

- More than one connote maybe selected at a time.

- Selecting multiple consignments allows you to print, manifest or delete several connotes at once

- To select all items in the review list, click on the [Select All] checkbox at the top left of the Review List
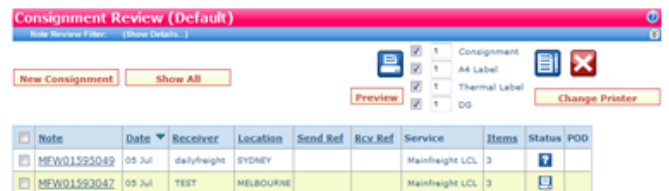
Print

Click the printer icon to print or reprint selected connotes or labels. The checkboxes select which documents will print.
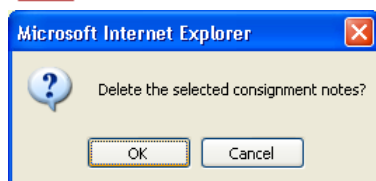
Manifest

Click the manifest icon to print a manifest of selected connotes for dispatch today.

Delete

Click the delete icon to delete selected connotes. When deleting consignments, a warning alert will ask for confirmation before the note will be deleted.

Please Note: Once a consignment has been deleted it cannot be recovered.

EDI INTO FREMANWEB

What is EDI?

- EDI stands for Electronic Data Interchange and relates to the process where information such as our consignment note data is transmitted and received between two systems. i.e. your order system and FremanWeb

What are the Benefits of FremanWeb EDI?

- Greater accuracy through reduced data entry
- Saves time for your despatch team in comparison to hand written notes, manually entered notes or double entry of notes
- Better documentation – labels, connotes and DG's with barcodes for our team to scan

EDI Process in FremanWeb

- Allows the import of consignment details into FremanWeb and reduces the need to manually type connote details
- Can print out the proper documentation
    - Consignment Notes
    - Labels to go on freight
    - DG paperwork
    - Manifests
- Consignment data is sent to Mainfreight from your order system and imported directly into the your FremanWeb Consignment Review screen
    - Files can be sent to FremanWeb via: Email or FTP
    - Files must be in an XML format and meet our specifications (ask your sales representative or the Freman team on 03 8336 0900 or email ITAUSSUPPORT@mainfreight.co.nz)
- Suburb and City data MUST match our list of supported suburbs and cities

- Consignments imported valid will show in the Consignment Review page with the printer icon indicating they are ready to be printed and uploaded.

- If a consignment has invalid or missing data, the note will show in the Consignment Review screen in RED
  - The note can then be opened → corrected → printed and uploaded

- You can monitor consignments that import into FremanWeb by clicking on **[Imported Consignment Log]** under the Actions menu, choose a date range then click the **[View Log]** button

TRACK AND TRACE

The Status column in the FremanWeb Review list displays the current status of the consignment.

- Place the mouse cursor over the status icon to get a description of the current status

- Once the note has been uploaded, the available Track and Trace status of the consignment will be listed

Key Status Indicators for Consignments in the FremanWeb Review list are:

Needs to be printed

No tracking Details available (consignment uploaded but not yet received)

P Picked up (can track your consignment online)

R Received

O Outturned (can track your consignment online)

D Delivered

S Split

Proof of Delivery (click on this icon to view your POD)

Click on the status indicator against an individual consignment note in the Review List to show more detailed Track and Trace information

Track and Trace information Freight Tracking Screen

MY NOTIFICATIONS

[My Notifications] allows you to add and view current notifications that you have against your consignments.

Please Note: My Notifications can also be accessed through Mainchain under Actions>Notifications.

Click **[Create New Notification]** to add a new notification then:

- In the blank field put in your consignment note number

- Choose different notify statuses by clicking on the checkboxes

- Type in the contact details

- Click on the **[Save]** button to save or the **[Cancel]** button to cancel

- Existing notifications can be edited or deleted, look for the notification you would like to modify or delete.

- Notifications can be edited by changing the email address or changing the statuses that you would like to be notified of then clicking the **[Save Changes]** button

- **[Delete]** will permanently remove it from your list of notifications. You can also click on **[Delete All Notifications]** to clear all notifications

MANUAL LABELS

[Manual Labels] allows you to create labels manually, this means that it will not be saved as a consignment.

You will need to fill the following fields to create a manual label:

Please note: these are not compulsary fields; however the more information you include the more helpful it is when delivering freight.

- Number of labels
- Carrier
- Receiver code
- Receiver name
- Address
- Suburb
- City
- Note number
- Date
- Sender reference
- Receiver reference
- Receiver phone

Once you have filled in the above fields you are able to **[Preview]** or **[Print]** the Manual Label. You are also able to **[change printer]** or save the Manual Label as a template so that you can use it gain next time you click on [Manual Label]

Select **[Clear Template]** erases all text in the Manual Lavel Template

FREEFORM LABELS

[Freeform Labels] allow you to create labels which have no specific field headings attached to them. It is essentially a text box which you are able to fill in with details.

You will need to fill in the following fields to create a manual label:

- Number of Labels
- Label Text

Barcode/Text: by entering in the numbers in the blank box you can then select if you would like these numbers to be converted into a barcode or leave them as numbers.

Freeform Label Printing (Default)

Number of Labels: [1]   ☑ Print Label Count

Label text:

Barcode: ◉ Barcode   ○ Text

| Preview | Print | Change Printer | Save As Template | Clear Template |

Once you have filled in the above fields you are able to **[Preview]** or **[Print]** the Freeform Label.

You are also able to **[Change Printer]** or save the Freeform Label as a template so that you can use it again next time you click on **[Freeform Label].**

Selecting **[Clear Template]** erases all text in the Freeform Label Template.

CHANGE PROFILE

[Change Profile] will only be visible for customers who use different profiles/account codes with mainfreight.

You are able to switch between the different profiles by clicking on the **[Change Profile]** tab and selecting the profile you want to work and clicking OK.

This will automatically change the profile you are working in to the one you selected.

Please Note: All profiles can be set up differently with different charge/sender codes as well as having different options selected for example one having Hire Account selected for Chep and one not.

Select a Profile

b2
Default
dfgfdgf
DG
No Template
Really no template
Test
Test5
Zhi 1
Zhi 2

| OK |

MAINTAIN

The **[Maintain]** tab allows you to:

- Add new Receivers and Products as saved records

- Edit and delete existing saved Receivers, Products, DGs and DG Signatories

- Modify a range of general FremanWeb settings and options

ADDING NEW RECEIVERS

Add a new Receiver to the list by clicking on the **[New]** button.

This will open the Add Receiver screen where new details can be entered.

[Notifications] allows you to enter email addresses and set different statuses to automatically send an email notification when the consignment has reached the selected status.

When you have entered all the details required **save** your record

The **[Save & New]** button saves the record then blanks the fields so you can enter another new record

The **[Save & Exit]** button saves the record then exits to the previous menu

EDITING CURRENT RECEIVERS

- To view or amend existing Receiver details, click on the required Code to open the saved Receiver record from the list.

- You can amend any required details by overtyping the info as required

- Click on **[Save & New]** or **[Save & Exit]** to confirm the changes made

- To delete a Receiver from the saved list, select the record using the checkbox, then click on the **[Delete]** button.

- More than one record can be selected by ticking as many records as required

PRODUCTS

- Add a new Product to the list by clicking on the **[New]** button.

- This will open the Create A New Product screen where new details can be entered

- For products with a set size and weight it is possible to save the volume (in M^3) and weight (in KG) so this defaults each time you select the saved product

- For products that are Dangerous Goods, start typing an existing DG code and select the DG from the drop down list or click **[New]** in the Dangerous Goods Detail pane to create a new DG (see New Dangerous Goods for further instructions), make sure you then type in the newly added DG code into the **[Dangerous Goods:]** field

- When you have entered all the details required **save** your record

To view or amend existing product details, click on the product code to open the saved product record from the list.

You can then amend any required details by overtyping the info as required

Click on **[Save & New]** or **[Save & Exit]** to confirm the changes made

To delete a product from the saved list, select the record using the checkbox, then click on the **[Delete]**

button.

More than one record can be selected by ticking as many records as required

	Code ▲	Description	Height	Width	Length	Metres	Kgs	Haz Class	UN Number	HazCode
☐	1	test								
☐	1-1	d								
☐	B	BOX(S)								
☐	BU	BUNDLE(S)								
☐	C	CARTON(S)- GLADE				0.03	12			

Products (Default)

New   Delete   Show All   Export

Please Note: General notes can be saved as product lines rather than having to manually type them into the body of the connote each time e.g.

FR=”Fragile – Please handle with care”

Dangerous Goods – Product association list

Dangerous Goods – Product associations can be viewed by clicking on the [List] button in the Dangerous Goods pane in

Dangerous Goods Detail

Code	3MG1993
Proper Name	Flammable Liquid, NOS
Common Name	3M General Purpose Cleaner (8L/8H)
Hazard Class	3
Subsidiary Risk	
Hazchem Code	3Y
UN No.	1993
Packing Group	III
Flashpoint	39
Additional Info	
Package type	
Marine Pollutant	☐
Last modified by	
Last modified	8/09/2010 2:28:45 p.m.

New   Edit   List

Dangerous Goods - Product Associations   ✕

Dangerous Goods
  15985 : FLAMMABLE LIQUID N.O.S.
    t : test
  3 : FLAMMABLE LIQUID
    kpat : kpat
  AER1950 : Aerosol Flammable NOS
    SPRAYCANS : BOX OF SPRAYCANS
    test : test
  TESTDG123 : TEST DG
    TESTPALL : Pallet of Test DG

DANGEROUS GOODS TAB

This is located under the **[Maintain]** menu. Here you can view, delete & export your DG list to .CSV, the **[Show All]** tab reveals the full list of your DGs.

Please Note: You cannot create new DGs through this screen; you can do this through the **[Product]** tab

DangerousGoods (Default)

	Code ▲	Proper Name	Common Name	HazClass	UN Number	HazCode
☐	15985	FLAMMABLE LIQUID N.O.S.	DEVCON FLEXANE PRIMMER RUBBER FL20	3	1993	3(Y)E
☐	2.2	NON FLAMMABLE COMPRESSED GAS	COMPRESSED GAS	2.2	1044	2YE
☐	2014	HYDROGEN PEROXIDE	OXY BLEACH	8	2014	2P
☐	3	FLAMMABLE LIQUID	KEROSENE	3	1223	3(Y)E
☐	3MA1170	Ethanol Solutions	3M Avagard 9222	3	1170	2YE

.

- To delete a DG from the saved list, select the record using the checkbox, then click on the **[Delete]** button.
- More than one record can be selected by ticking as many records as required

New Dangerous Goods

Please note: To create new DGs this will need to be done through the **[Products]** tab.

To add a DG you will need to go to the **[Products]** tab under **[Maintain]** and click **[New]** or click on an existing product record.

Products (Default)

	Code ▲	Description	Height	Width	Length	Metres	Kgs	Haz Class	UN Number	HazCode
☐	PA	Pallets	1	1	1	1	100			
☐	SPRAYCANS	BOX OF SPRAYCANS	0.1	0.2	0.3	0.006	25	2.1	1950	2YE
☐	t	test						3	1993	3(Y)E
☐	T12	AERO BOX								
☐	test	test						2.1	1950	2YE

Show Page: 1 2 3 4 5 (Total Records: 25)   Records Per Page: 5 ▼

To add a new DG click **[New]** in the Dangerous Goods pane:

Create A New Product (Default)

Code:

Package type and product description:

H × W × L:

Cubic metres:

Kgs:

Dangerous Goods:

Common Name:

Last modified:

Dangerous Goods Detail

New   Edit   List

Save & New   Save & Exit   New   Cancel

- This will open a screen where details can be entered

- All details should be filled in, the mandatory fields appear with a * next to them, these fields are the DG code, UN number, Hazard Class, Common name and Proper name

- When you have entered all the details required save your record

- The **[Save & New]** button saves the record then blanks the fields so you can enter another new record

- The **[Save & Exit]** button saves the record then exits to the create/edit product screen

- To associate the newly created DG against the new product, type in the DG code in the **[Dangerous Goods:]** field and select it from the drop down list or press the Tab key.

Dangerous Goods Editing

To view or amend an existing DG select a product with a DG record against it or type in the DG code in the **[Dangerous Goods:]** field then click **[Edit]** in the Dangerous Goods pane.

You can then amend any required details besides the DG code by typing over the existing info

Click on **[Save & New]** or **[Save & Exit]** to confirm the changes made

DG SIGNATORIES

- DG Signatories are what appear on DG forms that you create; you can create one or more DG Signatories if you have more than one dispatcher creating DG forms.

- In this menu you can create, delete and modify existing DG Signatories

Please note: For multiple Dispatchers; don't forget to select your DG Signatory Set in the **[Additional Details]** box at the bottom of the connote, this can also be set in **[Options]**

DG Signatories (test)

	Code	Name	Title	Location	Signature	Emergency Contact
☐	1	TEST	TEST	TULLAMARINE		0383360900

Show Page: 1   (Total Records: 1)   Records Per Page: 5 ▾

New   Delete   Show All

Dangerous Goods

DG Code:	AER1950
Proper Name:	Aerosol Flammable NOS
Common Name:	Aerosol
Hazard Class:	2.1
Subsidiary Risk:	
Hazchem Code:	2YE
UN No:	1950
Packing Group:	II
Flashpoint:	50
Additional Info:	
Package Type:	
Marine Pollutant:	☐
Last modified:	8/09/2010 2:28:45 p.m.

Save & New   Save & Exit   New   Close

- To create a new DG signatory, click on **[New]** then enter in your details.

- Code, Title, Location and Emergency phone number should be entered as these legally need to be on DG forms

- Name and Signature fields can be left blank so you can write down your name and sign the DG form yourself. (useful if there is more than one dispatcher)

- Click **[Save & Exit]** or **[Save & New]** to create another DG Signatory Set

  The example below shows what should appear at the bottom of a DG form:

Create A New DG Signatory Set (Default)

Code:	
Name:	
Title:	
Location:	
Signature:	
Emergency phone #:	
Last modified:	

Save & New   Save & Exit   New   Cancel

SENDERS/CHARGES

- The **[Sender/Charges]** screen displays your Sender/Charge account details.

- The 'Sender' location is where the consignment is being picked up from.

- Consignments you generate can be assigned to any of the listed Sender/Charge code(s).

- Click on the Sender/Charge Code to view the details.

Please Note: If any of the listed details are incorrect, contact your sales rep to have the details amended.

Import File (Default)

	Browse...

Import

Import File

Using the **[Import File]** you are able to bulk import consignees, Dangerous Goods and Products in to the systems.

Please Note: You will need to ask your Account Manager for the appropriate templates which will need to be filled before they are imported on to the system.

OPTIONS

- The **[Options]** menu lets you set printer defaults, number of manifests to print, enable carrier branding to be printed on documents, DG Signatories to appear on DG forms, Max lines in a connote (from 1-40 lines) and header colours.

- **[Notifications]** allows you to add profile specific contacts to your notifications so for every consignment you create under your chosen profile a notification will go out to your specified contacts.(useful if you have more than 1 profile)

- **[Change Printer]** allows you to view and change your printer choices for Consignment note, A4 Labels, DGs & Thermal labels, when you have made your changes click **[Save & Close]**

Note Templates

- With this option you can create a Note Template.

- You can set Sender/Charge codes and Receiver codes.

- You can also add a set number of items, products, DGs, notes such as 'FRAGILE', weights, cube, Carrier, Contract type, Service Required, Delivery book in, Receiver reference and Sender reference

- You can add more lines if required by clicking on the **[Add Line]** tab, this can be preset in the **[Options]** menu as well

- Don't forget to click **[Save]** to save your Note Template

- When you create a new connote your saved Note Template will automatically show up with all of the details you have entered and saved

- You can clear the template by clicking the **[Reset]** button at the bottom of the template

Please note: Only one Note Template can be setup per profile, if you have multiple profiles you can setup a Note Template for each profile.

REPORTS

FremanWeb offers several basic reporting options for generated consignments.

To run a report:

Select the required report from the dropdown list

Set the date range by either typing in the dates required eg 25/11/2010 or clicking on the calendar icon to choose the date needed

Click on the **[Go]** button to run the report

When the report is displayed, it can be printed using the Printer icon onscreen at the top left of the report window

Please note: You will need to have a PDF viewer installed to view reports.

Manifest Report

The **[Manifest]** report provides a list of all consignments that have been manifested between the selected dates

Notes Report

The **[Notes]** report provides a list of all consignments that have been created between the selected dates

Consignment notes for: 01-Mar-2012 to 27-Apr-2012

0219210   MAINFREIGHT TEST CUSTOMER

Sender   0219210   MAINFREIGHT TEST CUSTOMER

Note	Consignee	Destination	Items	M3	Kgs Equip	DG	Quote
MFW00783021	Test Test Street, TESTERS HOLLOW	NEWCASTLE 23-Mar-12	2	3.770	300 2 CHEP		
MFW00785377	TEST TEST, TESTERS HOLLOW	NEWCASTLE 26-Mar-12	1	1.730	100		
MFW00808126	ryan street, CARRUM DOWNS	MELBOURNE 27-Apr-12	4	0.460	152		$93.31
MFW00810096	test test, TESTERS HOLLOW	NEWCASTLE 16-Apr-12	1	1.730	2		
		Sender Total	8	7.690	554 2		$93.31
Total Notes: 4		**Charge Code Total**	8	7.690	554 2		$93.31

Hire Equip Report

The **[Hire Equip]** report provides a list of all consignments that have had CHEPs attached to them between the selected dates.

Equipment Hire by Date   01-Mar-2012 to 27-Apr-2012

NoteNum	Receiver	Hire Co	A/C	Dest	No
PALLET					
23-Mar-12					
MFW00783021	Test	CHEP	1610202177	NEW	2
		Total for: 23-Mar-2012			2
		Total for PALLET			**2**
	PALLET	**Total**			**2**
		Grand Total			2

About the Manifest

A Manifest is a summary sheet that lists all the consignment notes being collected.

The Manifest of a day's consignments can be printed from the Review List

For a pickup, the Mainfreight driver will check the consignment notes against those listed on the Manifest, and sign off the Manifest. The Manifest should be retained by the sender – it is a confirmed record of what the driver has picked up from the premises.