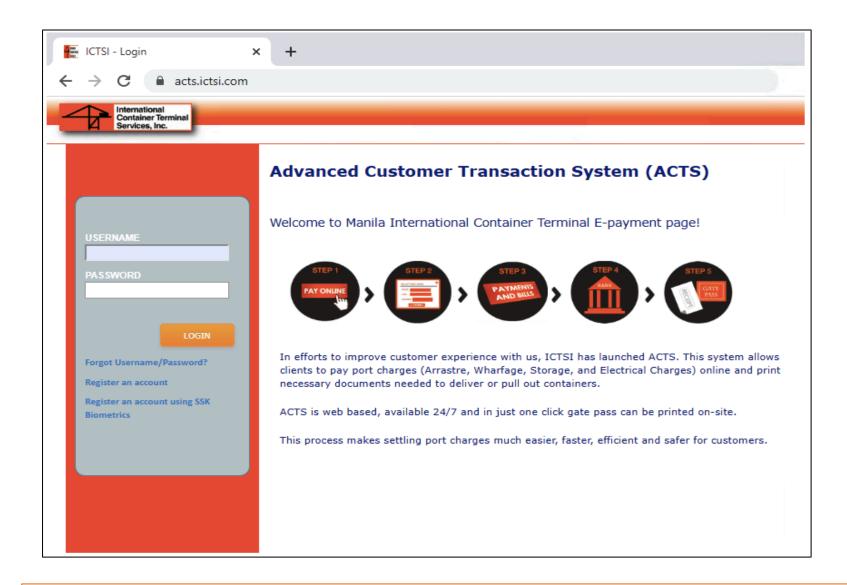
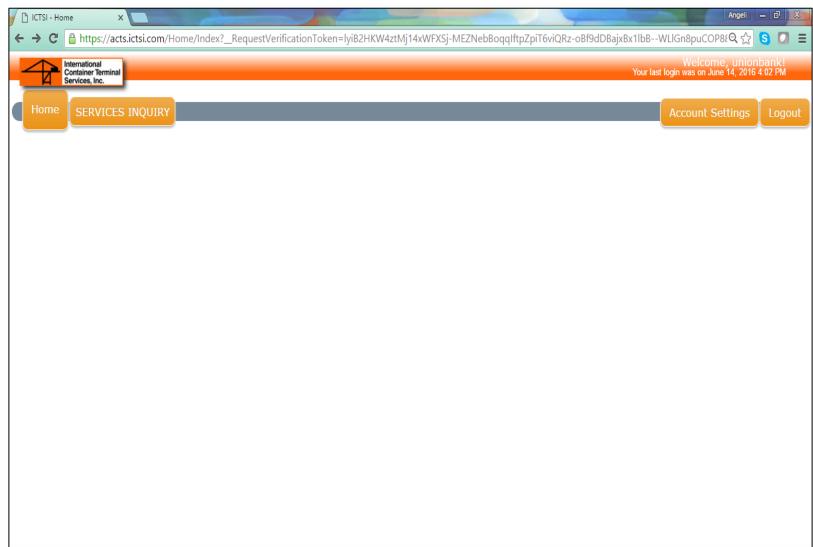
# Manila International Container Terminal





## ACTS Interface (Access)



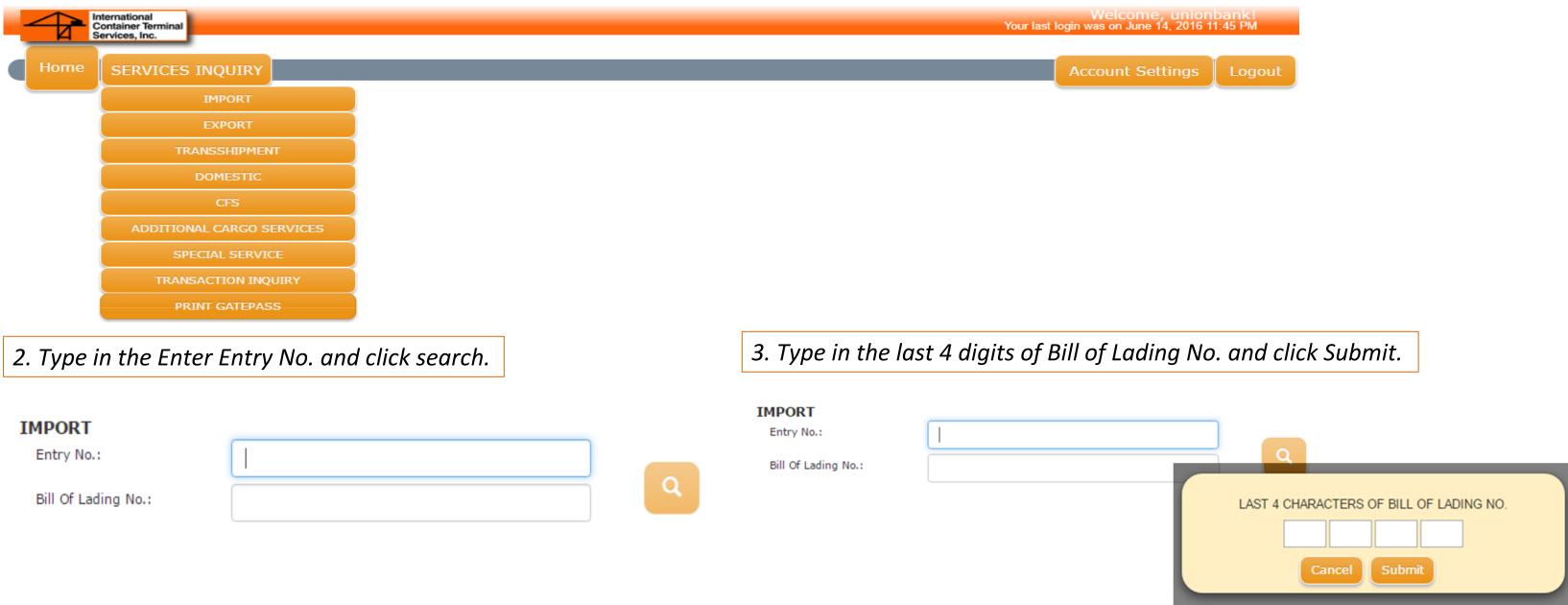


- 1. Access <a href="https://acts.ictsi.com">https://acts.ictsi.com</a> on your web browser.
- 2. Input username and password.
- 3. Press Login.



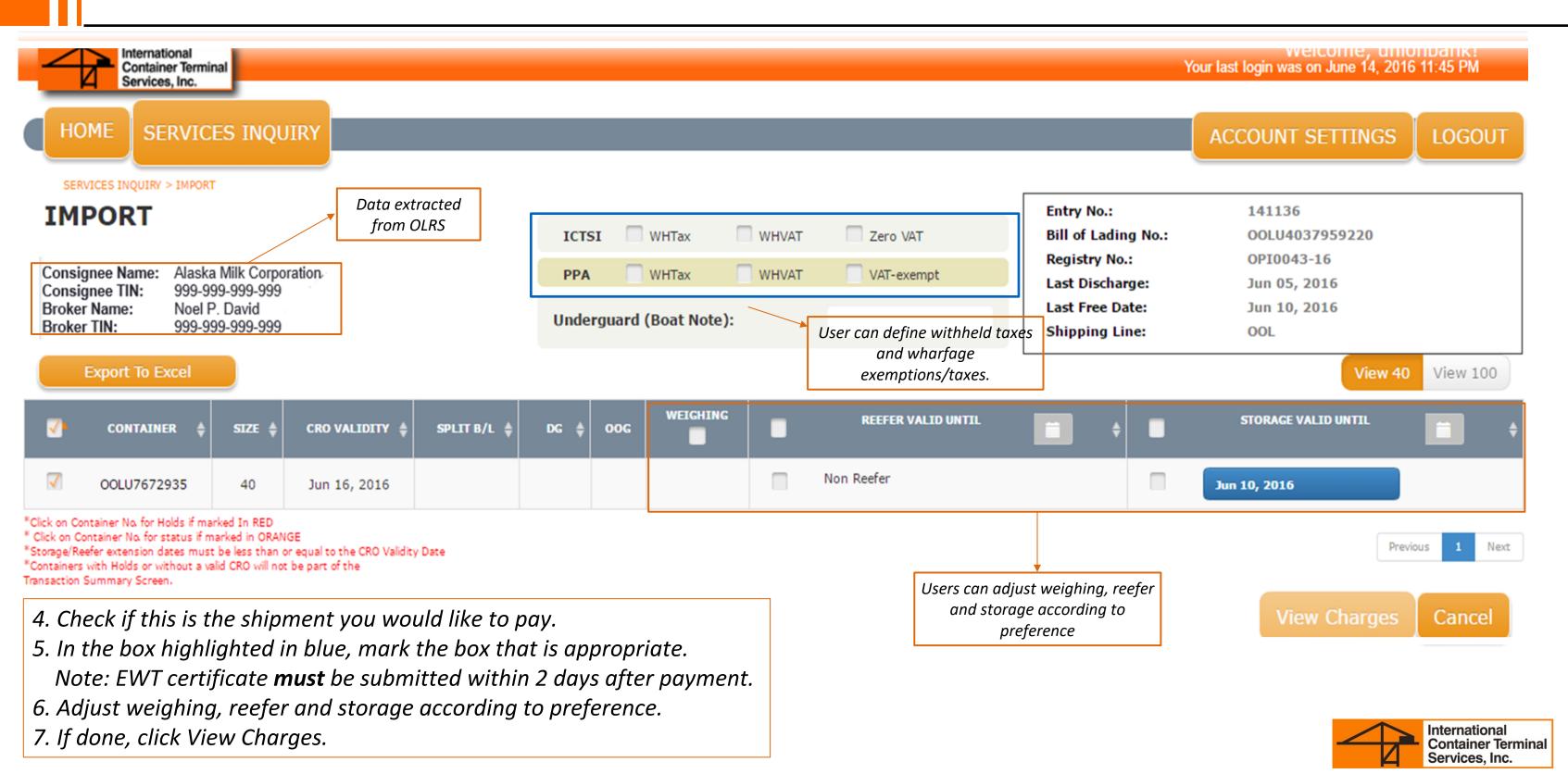
#### Import Transaction

1. If you would like to process your import shipment, click Services Inquiry and then Import.

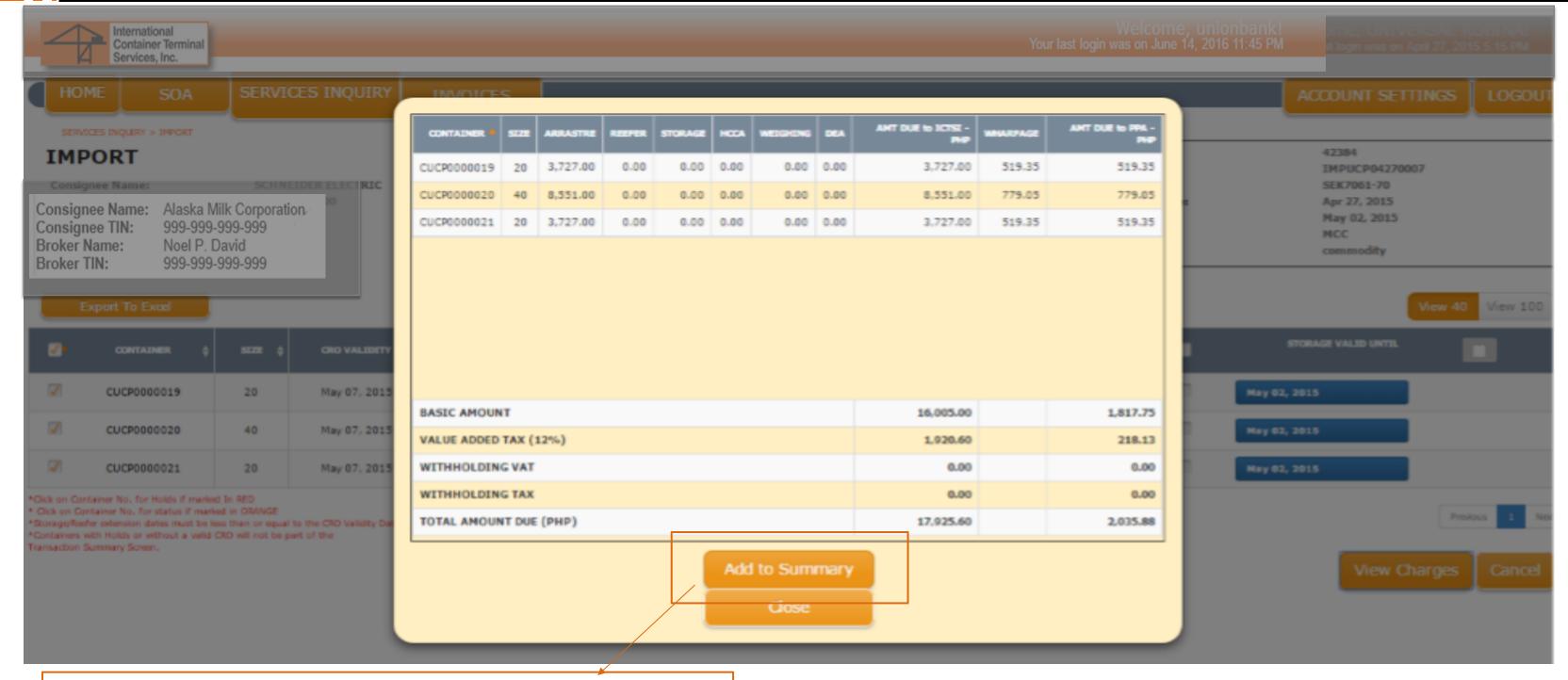




#### Import Transaction



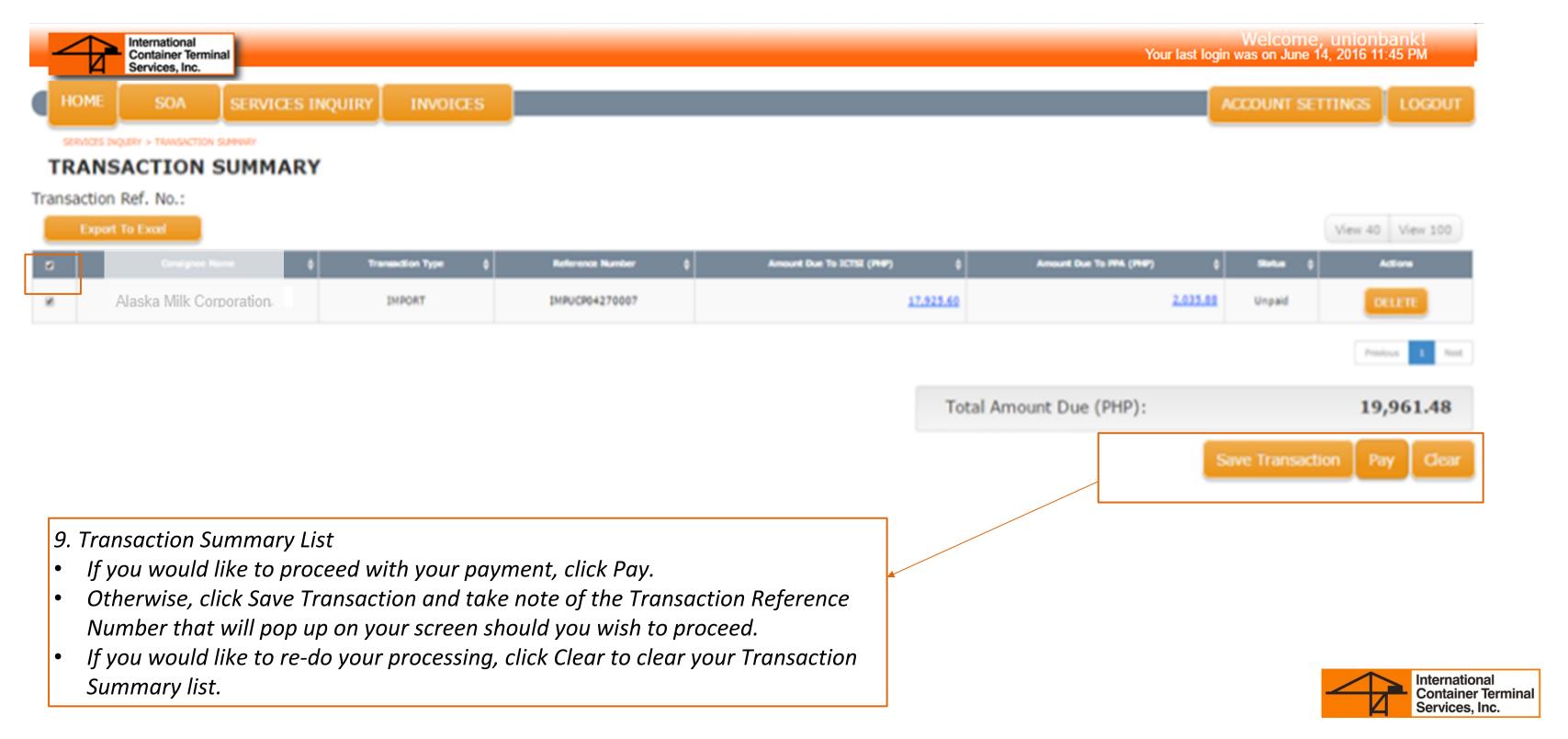
## Import Transaction Summary



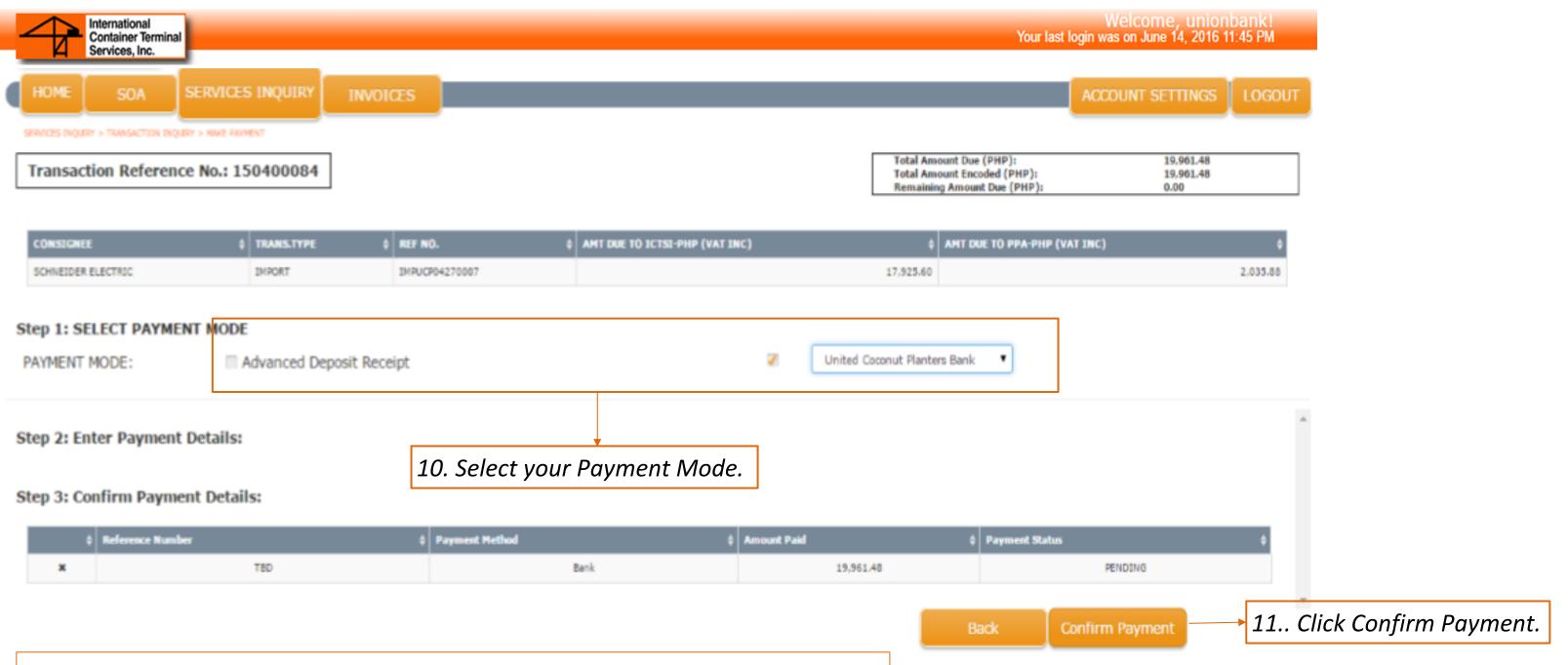
8. Counter check if all details are correct. If yes, Add to Summary.



#### **Transaction Summary**



## Payment Page

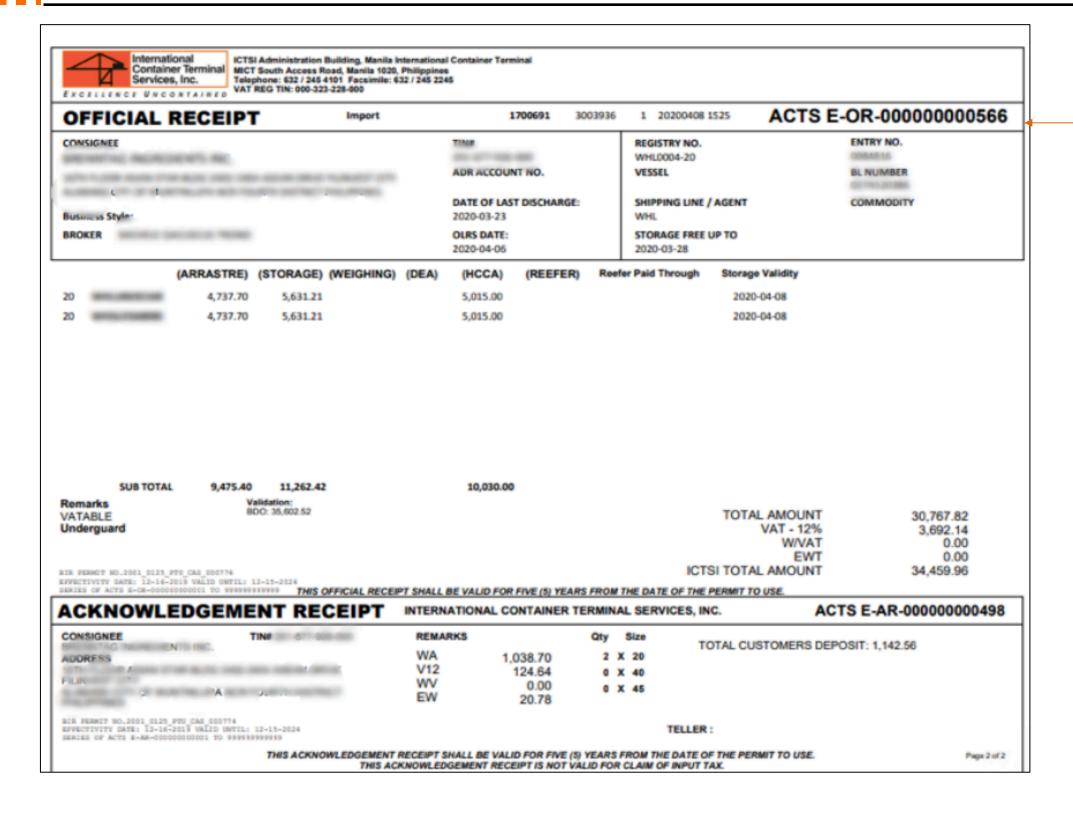


Note:

If you selected your preferred bank as your payment mode, after clicking Confirm Payment, you will be redirected to your online banking facility.

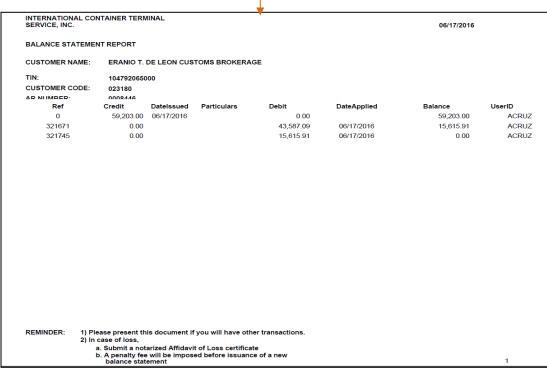


## Print Official Receipt



12. After confirming your payment, an Electronic Official Receipt will be available for printing in your Transaction Inquiry.

Note: If mode of payment is ADR, the remaining balance in the Advance Deposit Receipt will be automatically downloaded. see below for sample.





#### Print Gate pass

1. To print your gate pass, click Services Inquiry and then Print Gatepass.



2. Type in the Container Number and click Search. Then print.

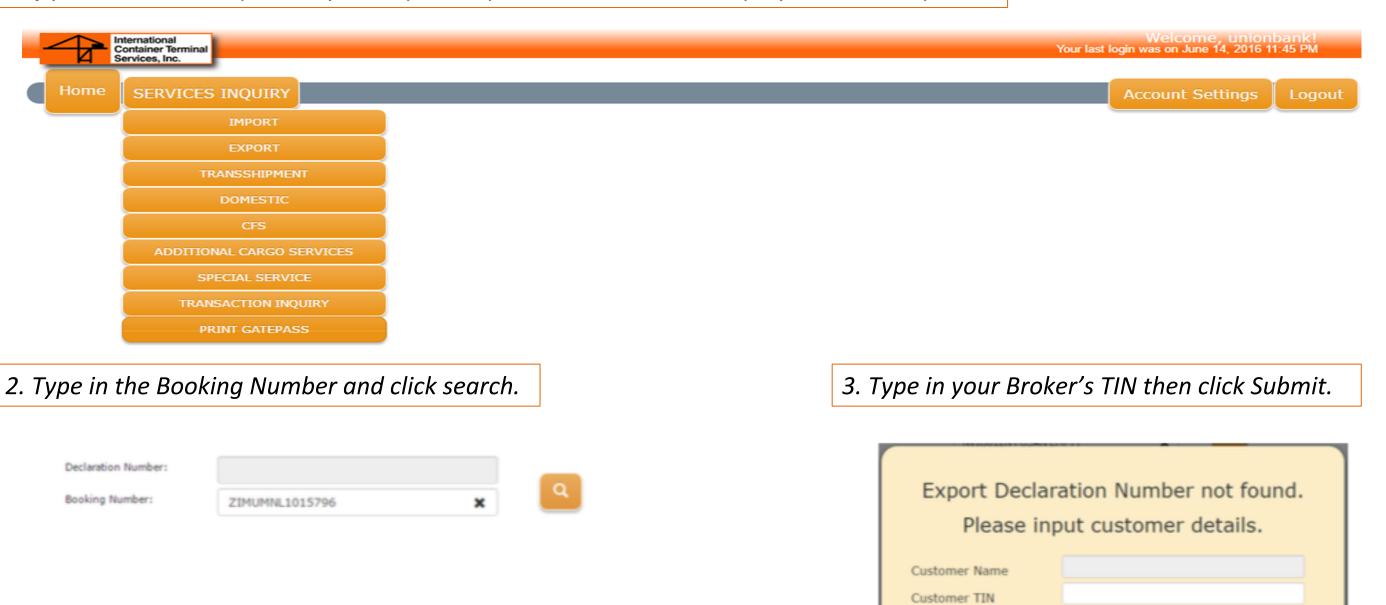
#### **PRINT GATEPASS**

BILL OF LADING NO.:	CCBR NO.:		Q
CONTAINER NO.:	AR NO.:		



#### **Export Transaction**

1. If you would like to process your export shipment, click Services Inquiry and then Export.





#### **Export Transaction**

4. Check if this is the shipment you would like to pay. Fill out the fields with Broker Name, TIN, Declaration Number, Shipping Line and Vessel.

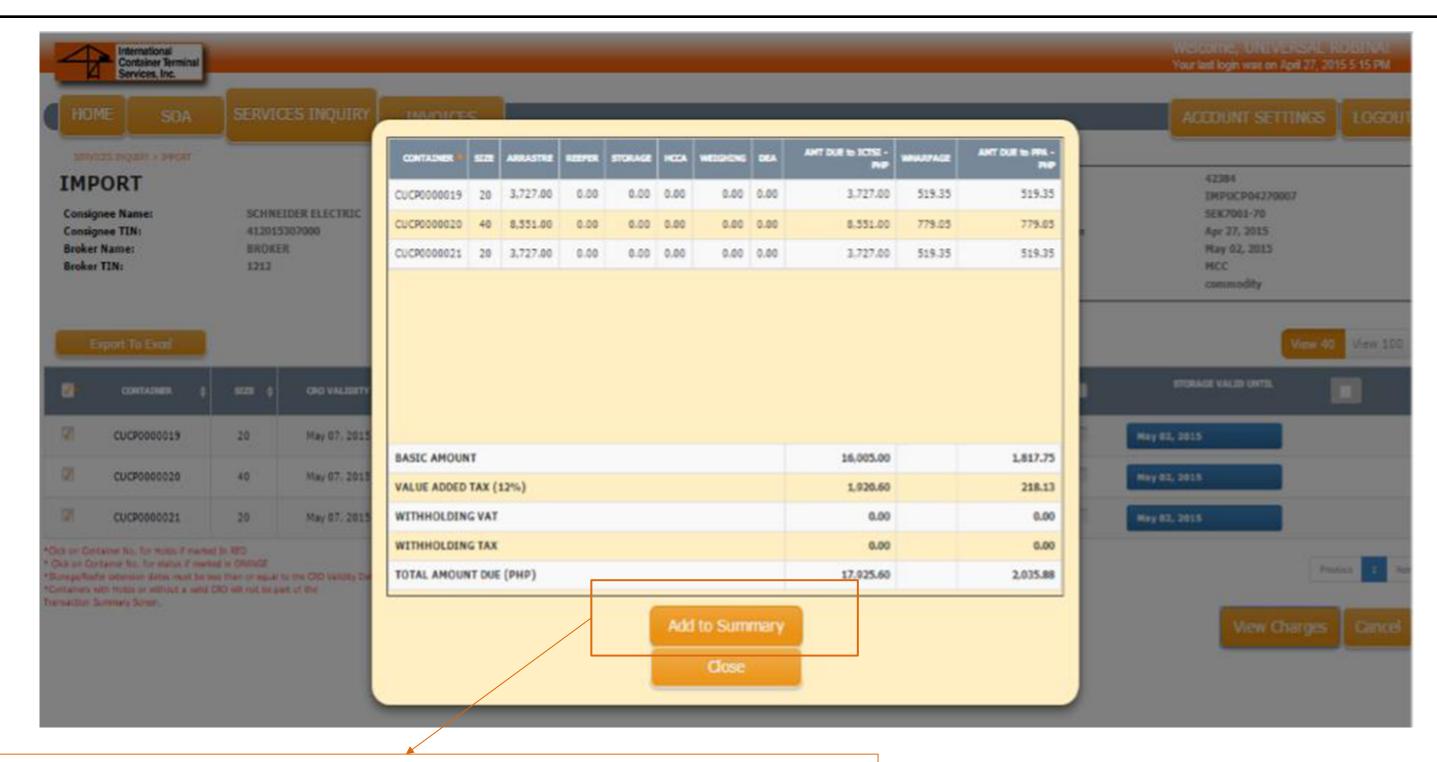
EXPORT  Exporter Name:  Exporter TIN:  Broker Name:  Broker TIN:	AGILITY LOGISTIC DISTRIBUTION INC 232691033000	PPA WHT What What What What What What What What	Tax WHVAT arfage Exemption	Zero VAT  VAT-exempt		Booking No.:  Declaration No:  Shipping Line:  Vessel:	View 40 View 100
<b>₫</b>	CONTAINER	SIZE	<b>\$</b>	DG	<b>\$</b>	oog	WEIGHING
<b>▽</b>	AMFU8888756	40					✓ ^
<b>7</b>	CAIU8222053	40					✓
<b>7</b>	CRSU9235743	40					✓
<b></b>	FCIU3150642	20					✓
	FCIU3453314	20					✓
<b></b>	FCIU3588958	20					✓
	GESU3459220	20					✓
*Click on Container No. for Holds if marke *Click on Container No. for status if marke *Containers with Holds will not be part of Transaction Summary Screen.	ed in ORANGE						Previous 1 Next  View Charges Cancel

5. In the box highlighted in blue, mark the box that is appropriate. Note: EWT must be submitted within 2 days after payment.

6. If done, click View Charges.



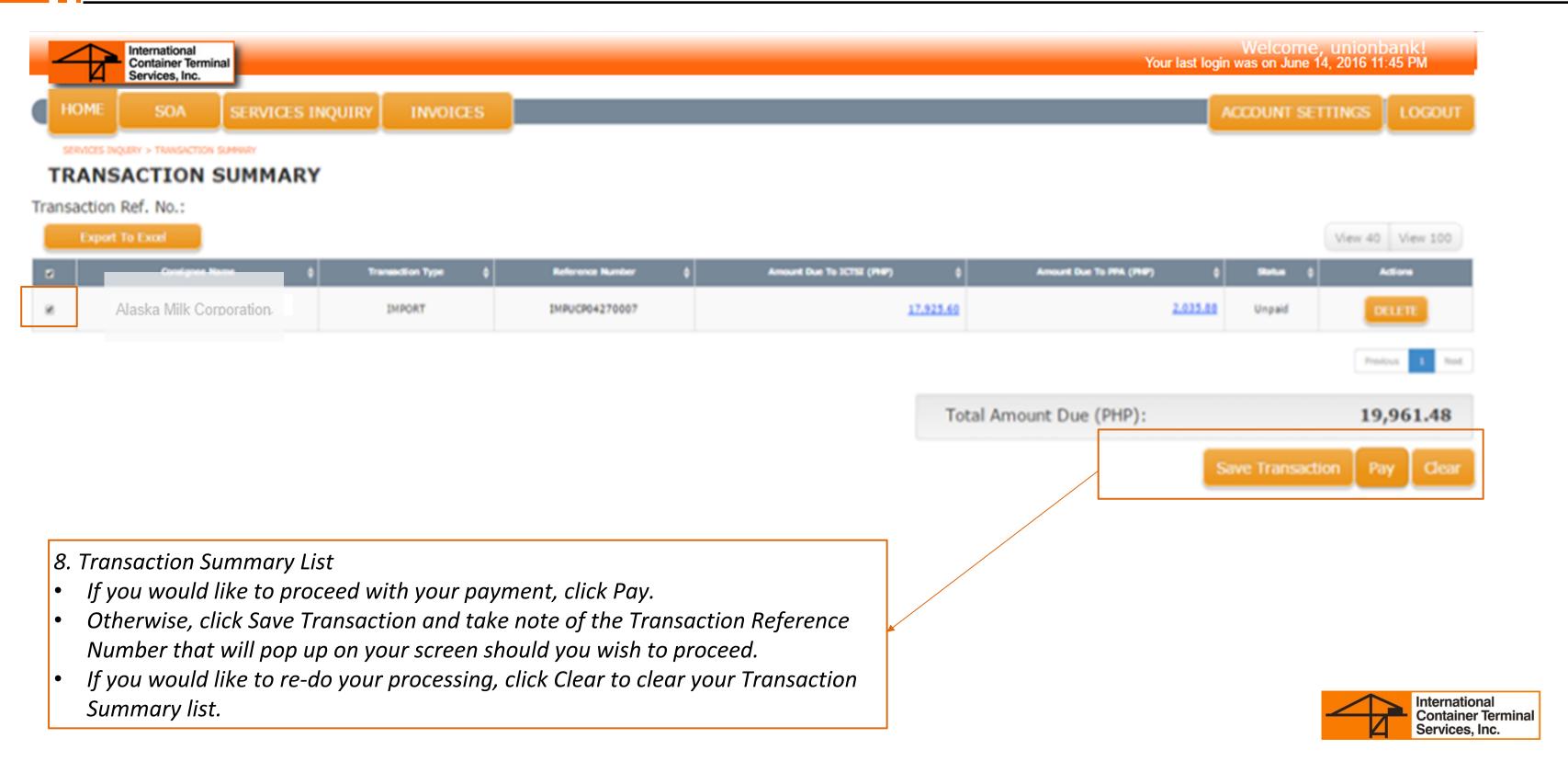
#### **Export Transaction**



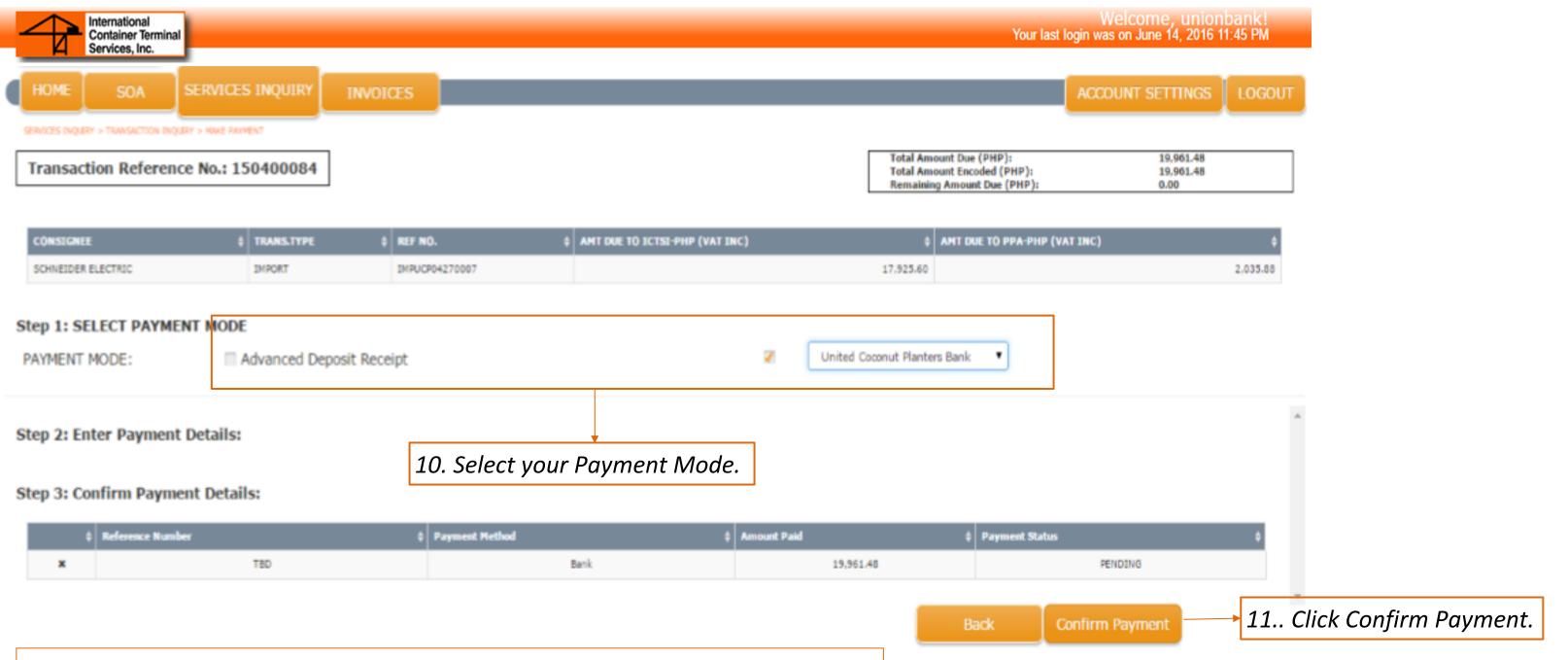
7. Countercheck if all details are correct. If yes, click Add to Summary.



## **Transaction Summary**



## Payment Page

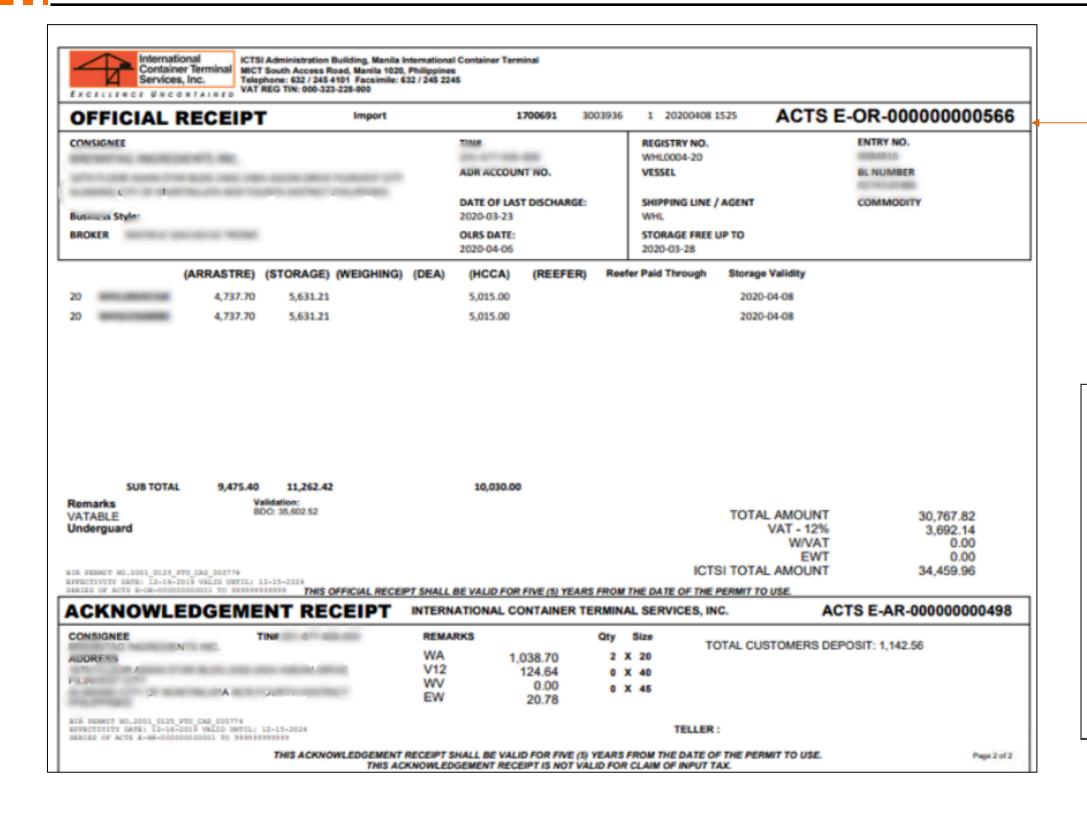


Note:

If you selected your preferred bank as your payment mode, after clicking Confirm Payment, you will be redirected to your online banking facility.

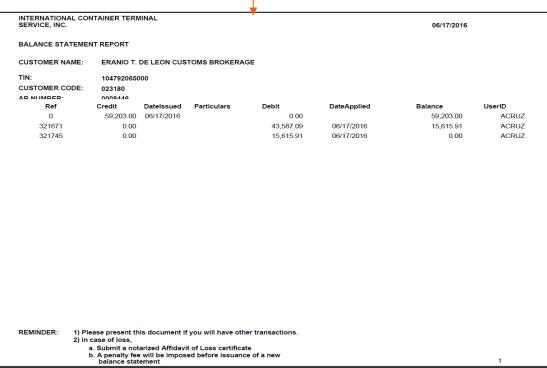


## Print Official Receipt



12. After confirming your payment, an Electronic Official Receipt will be available for printing in your Transaction Inquiry.

Note: If mode of payment is ADR, the remaining balance in the Advance Deposit Receipt will be automatically downloaded. see below for sample.



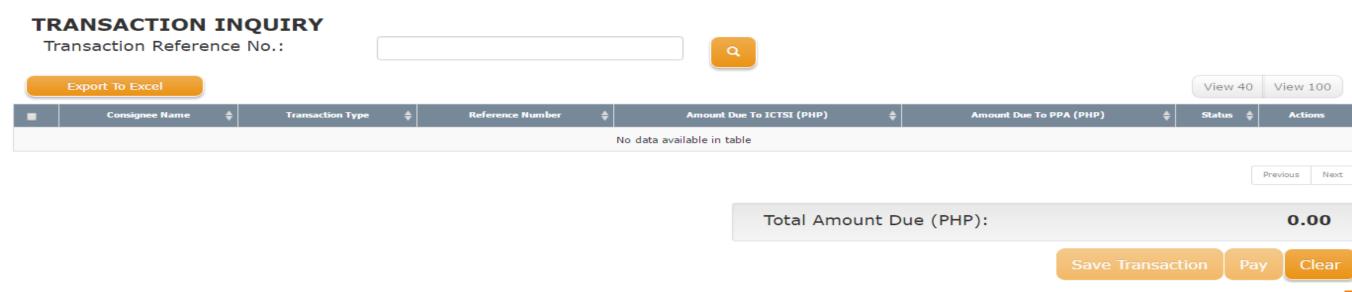


## Transaction Inquiry (Import & Export)

1. If you saved your transaction and you want to proceed with your payment, click Transaction Inquiry.



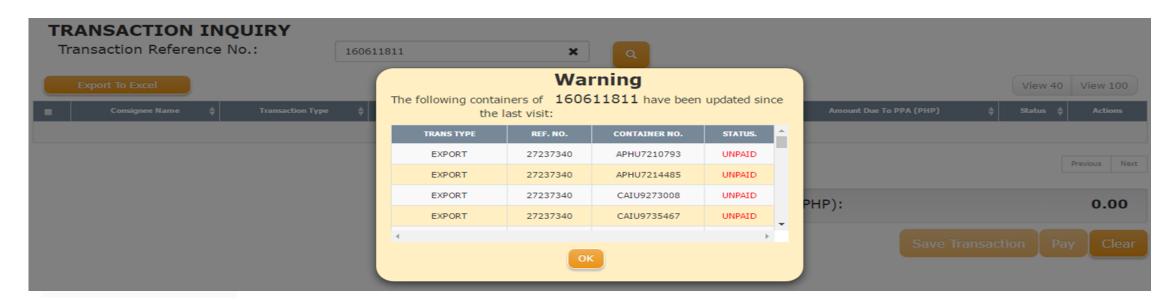
2. Type in the Transaction Reference Number and click Search. To proceed with payment, click Pay.





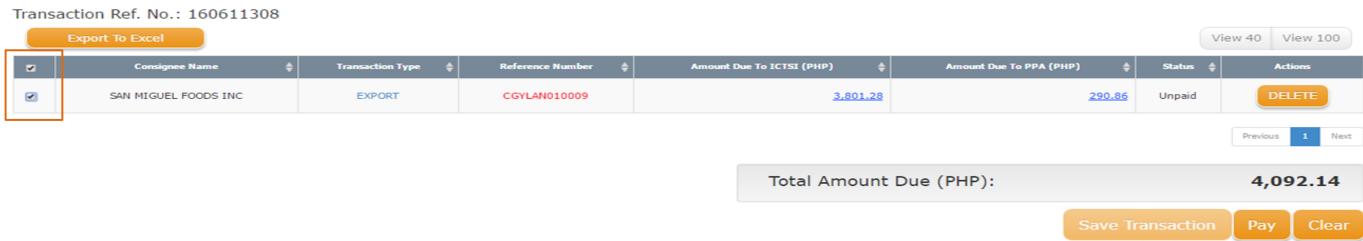
## Transaction Inquiry (Import & Export)

3. This will show all container numbers that you have saved under that Transaction Reference No. Click OK.



4. Select the transaction that you would like to pay then click Pay to proceed with the payment.







#### **ACTS Online Payment Reminders**

- 1. It is recommended that you use any of the following internet browsers:
  - a. Google Chrome version 32.0.1700.72 or higher.
  - b. Microsoft Internet Explorer version 9.0.8.112.16421 or higher
  - c. Mozilla Firefox version 26 or higher
- 2. Please enable pop-ups in your browser for successful redirection on your preferred online banking facility.
- 3. For inquiries, you may email them to <a href="mailto:customercare@ictsi.com">customercare@ictsi.com</a>.

