

Check-In

- ✓ driver is obligated to be able to present a loading list or CMR
- ✓ driver must be able to present his ID (Must always be presented for Klaipėda and Świnoujście Routes)
- ✓ dangerous cargo and/or oversized cargo always have to be registered at the TT-Line office
- ✓ papers always have to stay on the trailer (except delivery of a dangerous cargo unit when the TT-Line office is closed)
- ✓ driver of a reefer (cooled) trailer has to plug-in the power connection on board and is responsible for the temperature (only accompanied)

Accompanied Units:

1. Driver has to register by:



self check-in in office



counter in the office



Mobile Check-In (TRA,ROS,TRE)

2. Driver scans his ticket to enter the harbor by using the respective lines. License plate recognition available only in SE.
3. Driver scans ticket to enter pro-stowage area.

Unaccompanied Units:

Delivery:

Driver has to:

Germany

- ✓ check-in at the TT-Line office
- ✓ if TT-Line office is closed please drive through the trailer Gate (DG papers have to be left in the box in front of TRA TT-Line office and in ROS at the trailer gate)
- ✓ drive through the trailer gate and report to the harbour staff

Sweden

- ✓ check-in at the TT-Line office
- ✓ get the delivery TIN from counter
- ✓ use the trailer gate 6 for automatic recognition license plate to enter the harbor
- ✓ enter the delivery TIN (also the pick-up TIN if a pick-up is at the same time) and answer the control question
- ✓ place the trailer as advised per harbor system

Poland

- ✓ register at the TT-Line office
- ✓ receive a vehicle condition report (fill out with harbor staff)

Lithuania

Departures via TT-Line Klaipėda Kontainer Terminal

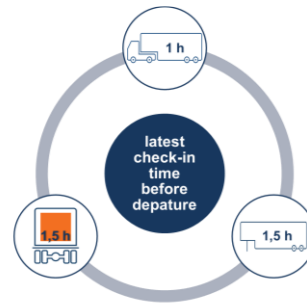
24/7 Delivery:

- ✓ report to Gate of Klaipėda Kontainer Terminal and fill out form
- ✓ receive permit and instructions on where to drop the trailer

Pick-Up:

Driver has to drive directly to the trailer gate with the pick-up TIN

(*except: Świnoujście: Shipper has to advise the ID-Number and full name to the TT-Line office*)



Booking

- ✓ send your booking request as early as possible
- ✓ dangerous cargo must be declared no later than 24 hrs. before departure
- ✓ for oversized cargo contact our booking department

Online Booking:

[Log-In here](#)

[Register here](#)

- ✓ available 24/7
- ✓ track and trace
- ✓ get an immediate response
- ✓ also available on your smartphone

www.ttline.com/mcargo

SMS-Service:

[+46 76 51 94 744](tel:+46765194744)

- ✓ cancel a booking (accepted up to 2 hours prior to departure)
- ✓ announce late arrival

SMS has to include:

- ✓ route
- ✓ date (ddmmyyyy)
- ✓ departure time
- ✓ registration number 1+2
- ✓ action
- ✓ personal name

Mobile Check-In

Check-In with your mobile device in 7 easy steps

Try it here:

<https://freight.ttline.com/checkin/>

- 1. Language Selection:** Choose from more than 20 different languages
- 2. Select your unit type:** An accompanied unit or an unaccompanied unit?
- 3. Find your Booking:** Select your Departure Port and enter your registration number. (The registration number corresponds to the booking number.)
- 4. Insert Transport Details**
 - ✓ Please fill in the missing fields: the length, weight and width of your freight unit
 - ✓ Please provide your name, gender and nationality. You can also specify other drivers.
- 5. Data Check:** Please check the entered data and agree to the general conditions of carriage, confirm that your data has been entered correctly and that your cargo is properly secured.
- 6. Freight Check-In completed**
 - ✓ Your Check-In is finished now. Please drive in the harbor and scan this QR code or enter the pin.
 - ✓ You will then receive your boarding passes.
- 7. Check-In at the Pick-up station:**
 - ✓ At the pick-up station in the departure port, scan the QR code or alternatively enter the pin via the number field.
 - ✓ Afterwards you will receive your boarding pass and can drive to the pre-storage area and wait comfortably for your departure with TT-Line.

Check-In Address	<u>Travemünde, DE</u> Zum Hafenplatz 1 23570 Travemünde	<u>Rostock, DE</u> Zum Fährterminal 1 18147 Rostock	<u>Trelleborg, SE</u> Norra nyhamngatan 1B 23161 Trelleborg	<u>Swinoujscie, PL</u> Ul. Dworcowa 1 72-606 Swinoujście	<u>Klaipėda, LT</u> Minijos 180 LT-93269 Klaipėda
Booking Contact	Phone: +49 4502 80182 E-Mail: freightbooking.de@ttline.com		+46 410 56150 freightbooking.se@ttline.se		+48 9132 63516 freightbooking.pl@ttline.com
Claim handling	E-Mail: insurance@ttline.com Phone: +49 4502 801-974				