







# ROSTOCK CHECK-IN PROCEDURE FOR FREIGHT




**Address: Überseehafen, Zum Fährterminal 1, DE-18147 Rostock**

## Procedure Accompanied Units

### For online Check-In





-  Driver can Check-In online using the TT-line mobile Freight Check-In, which is available in 20 languages and can be used on a tablet, computer, or smartphone. Click here to [Check-In](#).
-  If the terminal is available, the driver will immediately receive a QR-code/pin code. Otherwise, the driver will receive an SMS with the QR-code/pin code when the terminal is available.
-  Driver goes ahead to the pickup station at the harbour and scans the QR-code/pin code they received from online Check-In to obtain a boarding card.
-  Driver proceeds through the gate to the terminal and lane listed on the boarding card and waits in the pre-stow area for loading operations.

### Other Check-In solution





-  Driver check-in at the check-in office using the check-in machine.
-  After Check-In at the office, driver receives a boarding card.
-  Driver proceeds through the gate to the terminal and lane listed on the boarding card and waits in the pre-stow area for loading operations.

# Procedure Unaccompanied Units - Delivery



## For online Check-In

-  Driver can Check-In online using the TT-line mobile Freight Check-In app, which is available in 20 languages and can be used on a tablet, computer, or smartphone. Click here to [Check-In](#).
-  The driver must come to the check-in office for dangerous goods declaration to confirm dangerous goods status and receive a boarding card.
-  Driver proceeds to the trailer gate where a harbour personnel will check the boarding card and paper to instruct the driver where to put the trailer in the Pre-stow area.
-  After dropping the unit at the harbour, the driver can leave the harbour.




## Other Check-In solution

-  Driver check-in at the check-in office using the check-in machine or by check-in staffs.
-  A dangerous goods declaration form is checked to confirm dangerous goods status, and the driver gets a boarding card.
-  Driver proceeds to the trailer gate where a harbour personnel will check the boarding card and paper to instruct the driver where to put the trailer in the Pre-stow area.
-  After dropping the unit at the harbour, the driver can leave the harbour.

## Note

-  Trailer must drop-off transport unit latest 90mins before departure.
-  If the driver drops off a trailer and intends to pick up another trailer, they have to use the gate. For machines and wheelers, the driver has to come to the TT-Line office to decide where to put the keys—whether to bring them to the office after dropping them off or keep them on the machine.

## Procedure Unaccompanied Units-Pick up

-  Driver shall receive TIN – code from his dispatcher or shipper.
-  The driver will proceed to the trailer gate, where the TIN code will be given to the harbour personnel, who will tell them where to pick up the trailer.
-  The driver picks up the transport unit and exits the harbour through the gate.