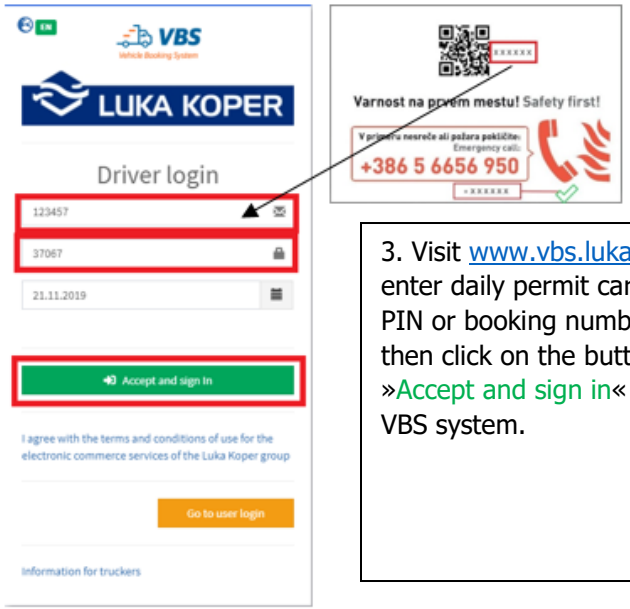
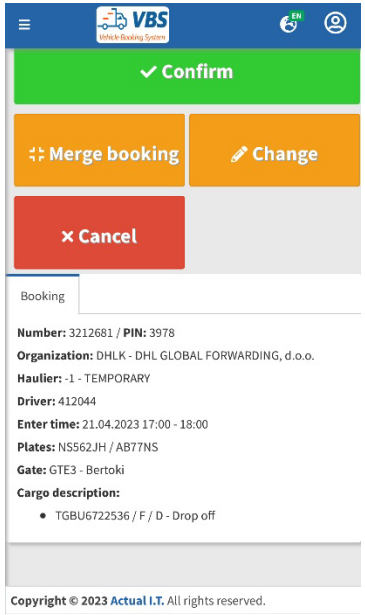
WHAT DO I NEED TO ENTER PORT OF KOPER

1. Get a PIN / booking number from your forwarder / carrier.
2. Follow the next steps.



3. Visit www.vbs.luka-kp.si , enter daily permit card nr. and PIN or booking number and then click on the button »Accept and sign in« to enter VBS system.

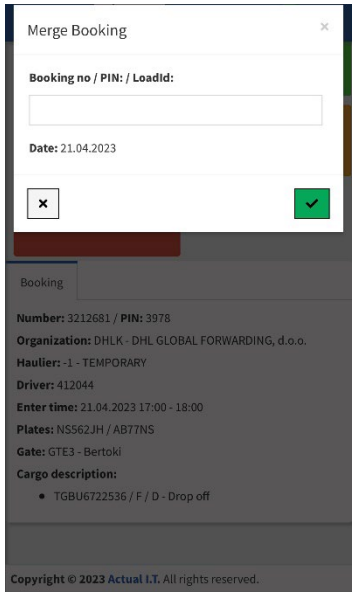


4. Before you click on »Confirm« please check if all filled fields are correct.
*For Conteainer terminal bookings, the truck's license plates must be entered.

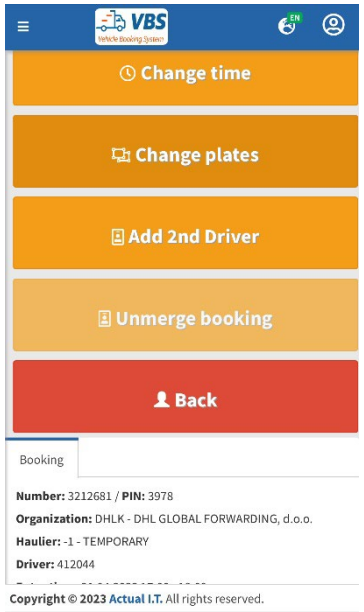
5. If you want to change/add some details, please select »Change«.

6. To combine (merge) bookings, please select »Merge booking«.

7. If/When all entered values are correct, please select »Confirm« and then »Close«.
* For Container terminal bookings where will be container adequacy check. If a container has an error, the system will inform you.
In that case you need to contact forwarder.
Before the next step, the booking data must be fixed.



8. After selecting »Merge booking« window will pop-up to enter booking number, PIN or LoadId number. By clicking on the green button it will be confirmed.



9. With selecting button »Change« you can make the following changes: Change / Add the entry time (*only for »Container terminal«), Change / Add truck's license plates, add another driver, merge/unmerge booking.