

HAULIO

Product Guide

Haulio Customer Portal

Updated as of 6 Jan 2023

Strictly for guidance purposes only – All information provided in this guidebook are strictly for reference and training purposes.





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Haulio Customer Portal

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Haulio Customer Portal

Note: Click on each subtitle link for direct access to the page directly

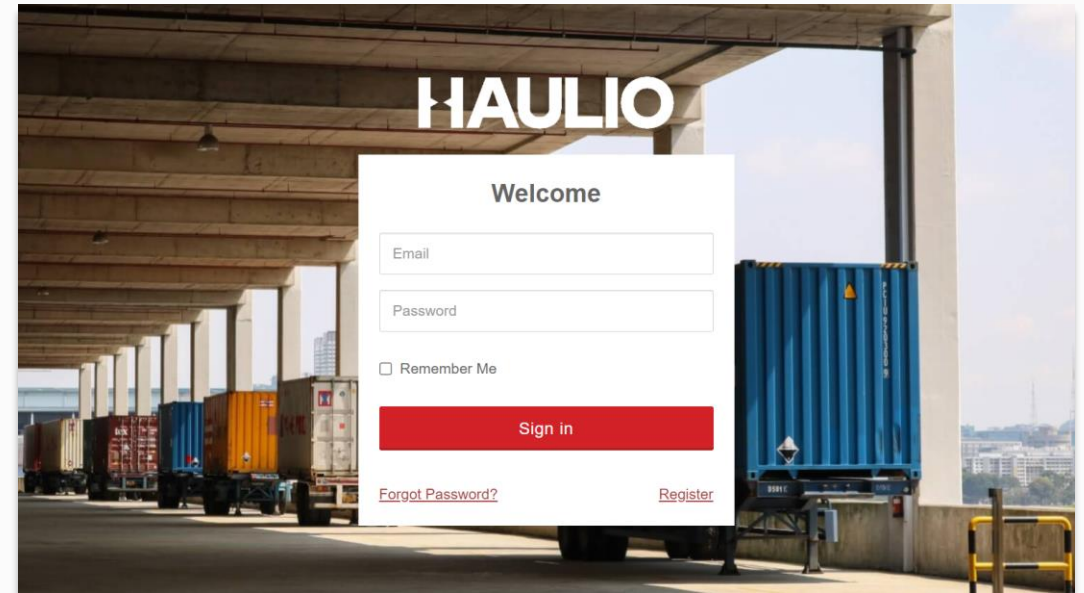
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1. CUSTOMER ACCOUNT LOGIN



1. CUSTOMER ACCOUNT LOGIN (From website)

The screenshot shows the Haulio website's login process. The top navigation bar includes links for Home, About, Products, Resources, and Contact, along with Login and Register buttons. The main banner features the text 'The Future of Haulage is Here.' and 'Connecting global trade to local first-mile transportation across ASEAN'. The login form is titled 'Welcome' and includes fields for Email and Password, a Remember Me checkbox, and a Sign in button. Links for 'Forgot Password?' and 'Register' are also present.

Step 1: Visit <https://www.haulio.io/>

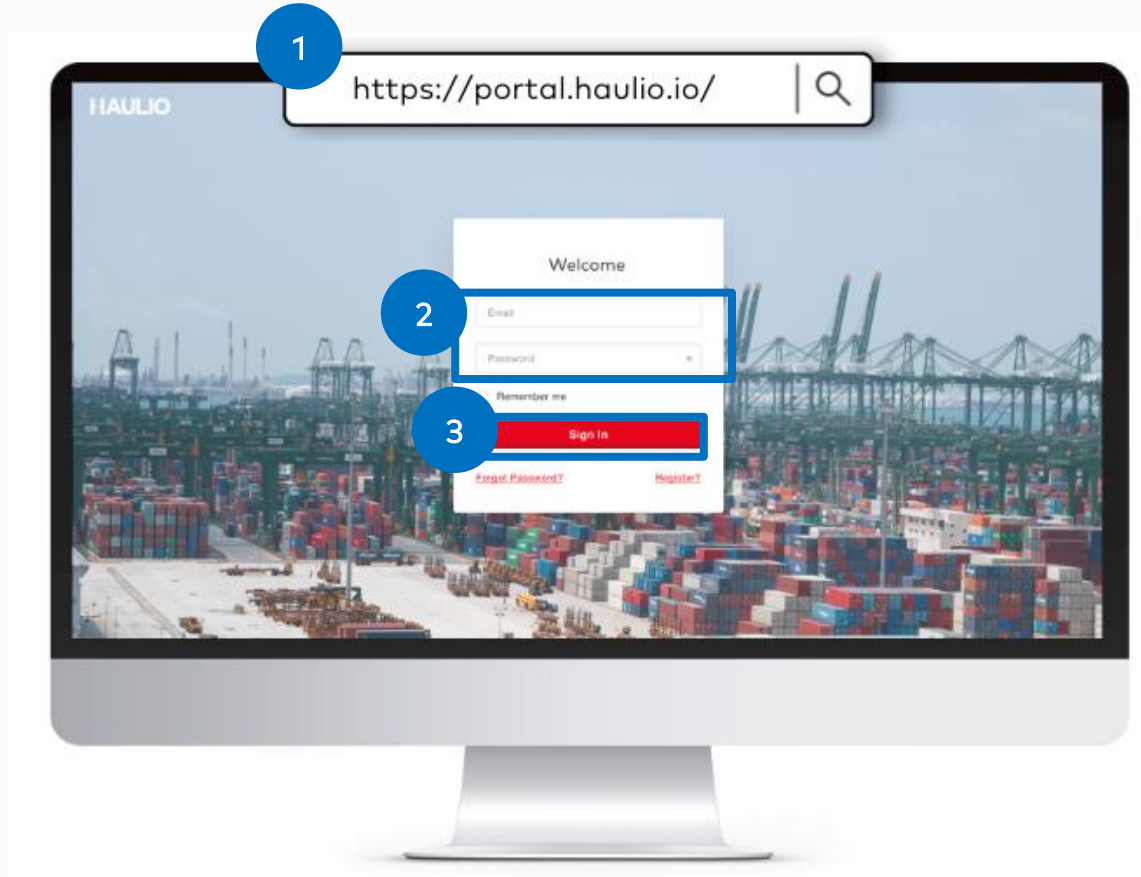
Step 2: Click "Login" on the top right of the page.

Step 3: Input your username and default password from our email sent to you.

Step 4: Click "Sign in".

Step 5: Set your new password.

1. CUSTOMER ACCOUNT LOGIN (From portal)



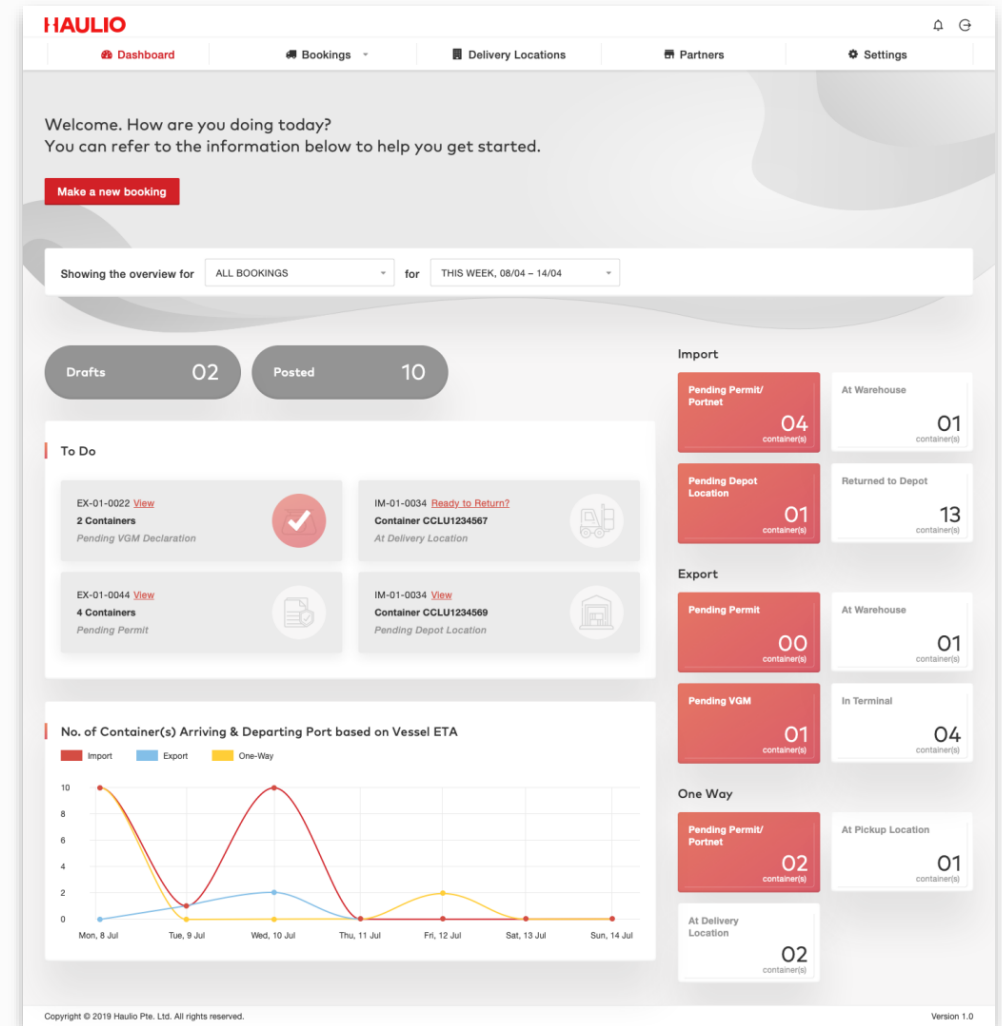
Step 1: Visit <https://www.portal.haulio.io/>

Step 2: Input your username and default password from our email sent to you.

Step 3: Click "**Sign in**".

Step 4: Set your new password.

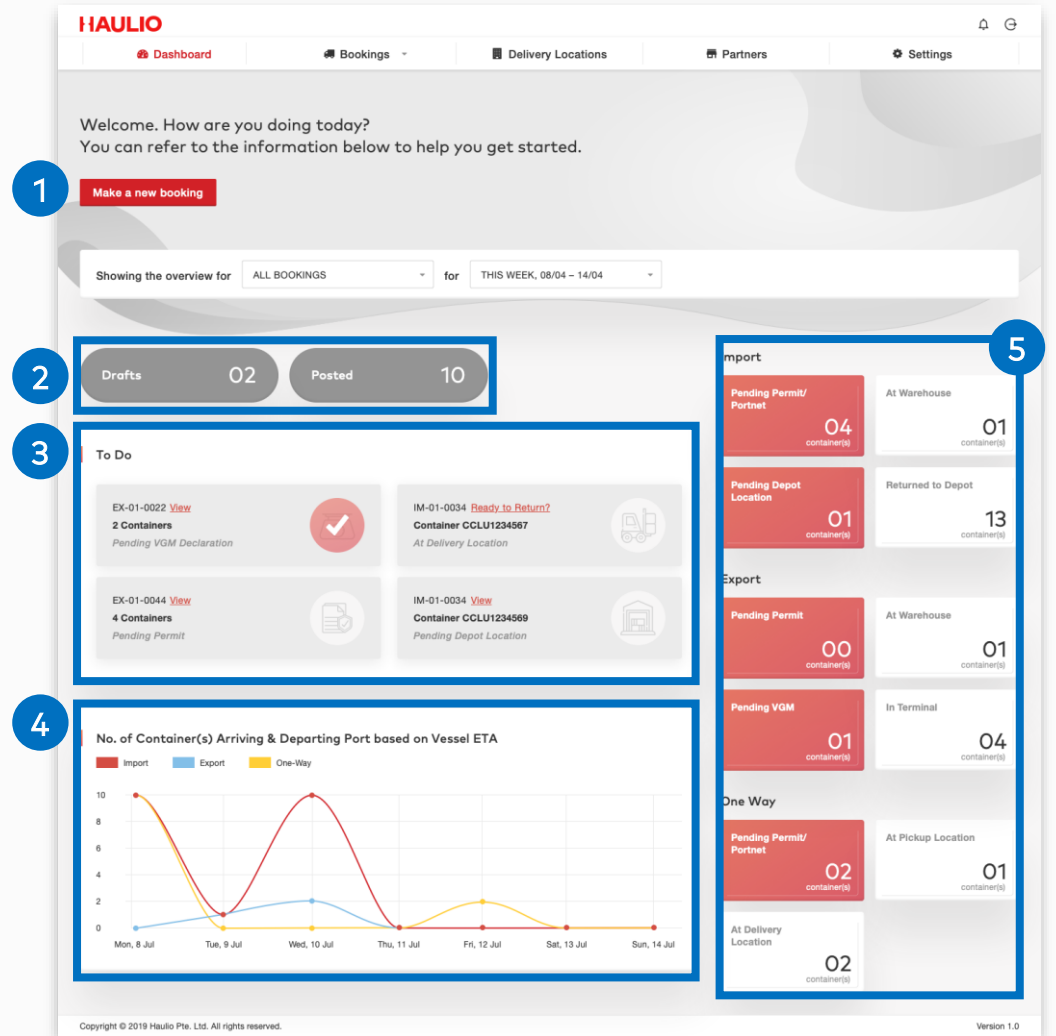
2. DASHBOARD



2. DASHBOARD Overview of bookings status

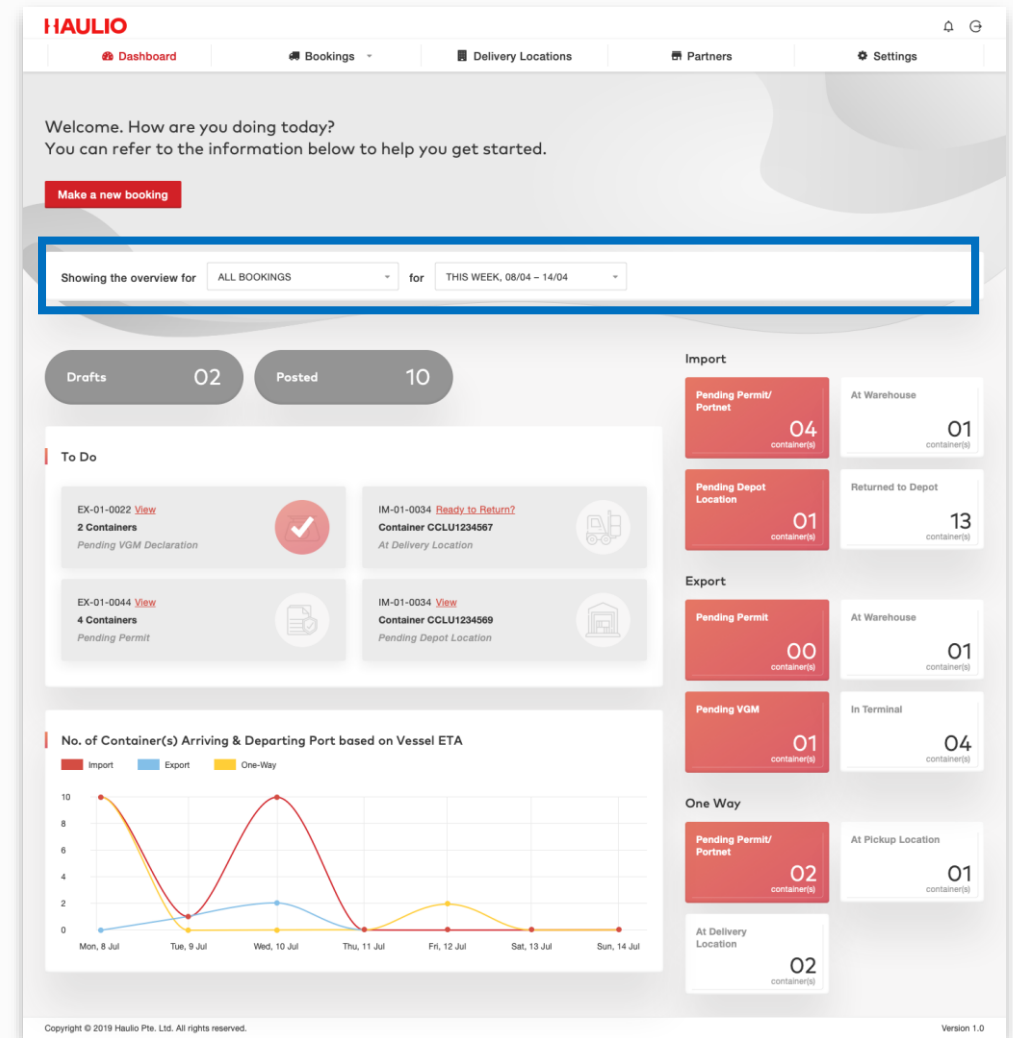
From the [Dashboard](#), you can:

1. Create a new booking
2. Access your Drafts and Posted Bookings quickly
3. View pending [To Do](#) alerts – E.g. Missing permits or update containers empty/stuffed status.
4. View containers movement based on vessel ETA.
5. Keep track of the no. of containers at each milestone for that week.



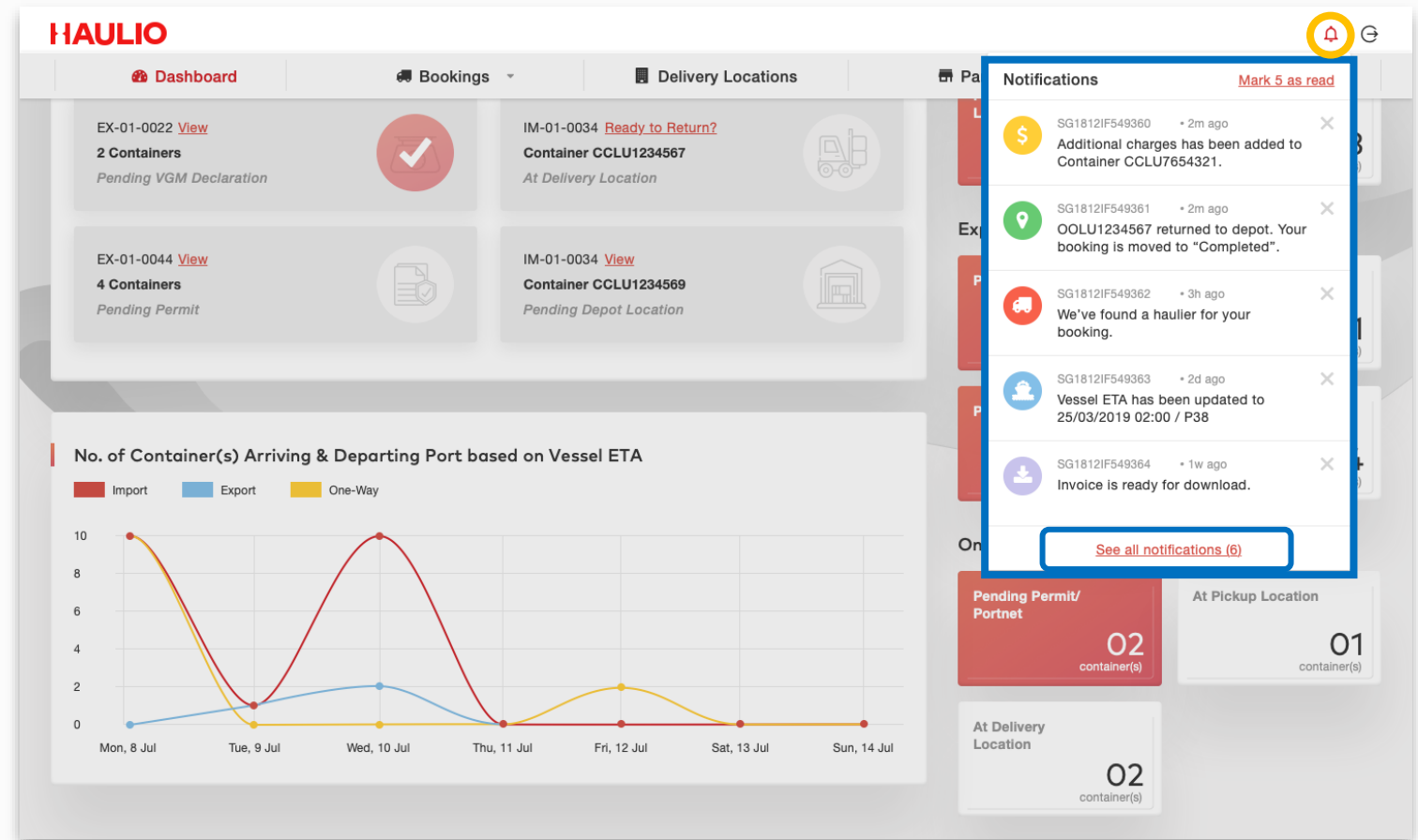
2. DASHBOARD Overview of bookings status

Filter the information on the dashboard, to see details that are relevant to you.



2. DASHBOARD Notifications

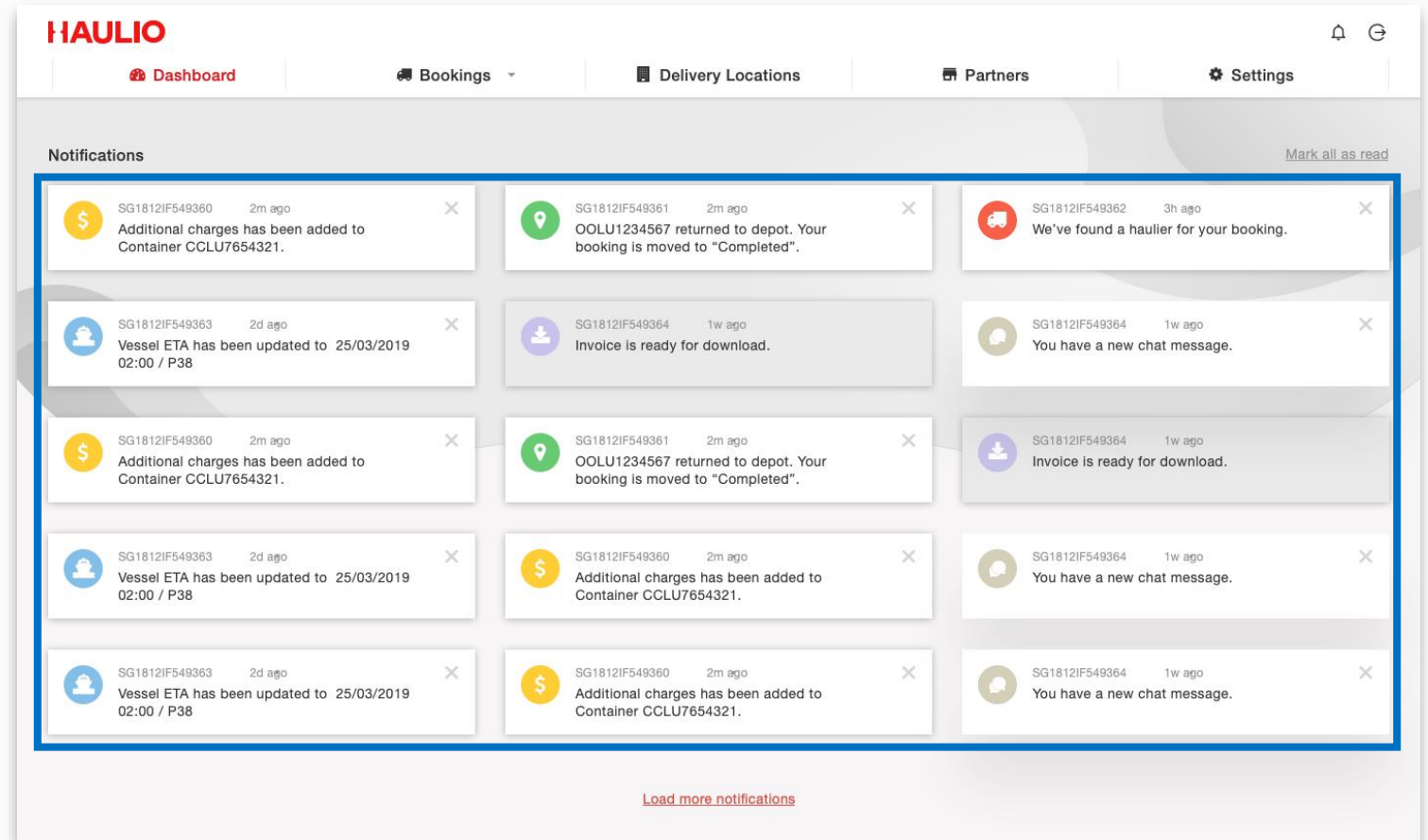
Click on the notification to go to the Job Management page or click on "[See all notifications](#)" to view all past notifications relating to job and charges updates.



2. DASHBOARD Notifications

Notifications will be sent when updates are made to your posted booking. These updates include:

- Change in booking information
- Container milestones
- Job completion
- Additional charges
- Vessel ETA
- Chat messages
- Invoices



3. BOOKINGS

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

Bookings > Order Management

IMPORT | IM-123-0123

Status: **Booking Accepted**

PSA Port

HAULIO HQ

Sky Cogent

Vessel ETA: 2019-04-18
02:00 / P40

Truck in before 2019-04-20, 12:00
Truck out after 2019-04-20, 14:00

Type	Container No.	Status
40' GP	OOLU4811660	At Delivery Location Ready to Return?
40' GP	OOLU4811661	Ready to Return

Checklist

Please ensure the following are provided, to minimise disruption to your trucking job.

✗ Depot Location

✓ Cntr No.

✗ Seal No.

✓ Permit Type/No.

✓ Truck In/Out Timings

✓ Portnet Release

Chat

Mon, 15 Apr

Haulio

Hello, thanks for your booking. You can chat with us regarding this job here.

2019-05-12 05:15

Sally Cheong

Hi, can I check if my uploaded permit has gone through? I have an updated version.

2019-05-12 05:30

Sally Cheong

Permit A.pdf

2019-05-12 05:30

ⓘ All files shared here will be automatically saved in the "Attachment" tab.

Type your message

Details

Pricing

Attachments (2)

Logs

Customer Name

AAA

Your Billing Ref.

SG2020226

BL No.

CMAUAAA1111111111

Vessel Name

RAJESH, 85151807

Voyage

OCEAN NETWORK EXPRESS (SINGAPORE) PTE LTD

Vessel ETA

QUEEN AMAZON

Carrier Name

OCEAN NETWORK EXPRESS (SINGAPORE) PTE LTD

Dangerous Goods

NO DANGEROUS GOODS

Orange-Plate Required?

NO

Customs Endorsement Required?

NO

Permit No.

ID23342040

Remarks

DELIVERY TO CUSTOMER LOCATION, ETA + 2 Days, BEFORE 5PM
Need your driver details - NAME, VEHICLE NUMBER & IC to book DMS before sending / collecting container over
PLS SUBMIT LORRY CHIT TO OFFICE UPON OFFLOAD AT YARD

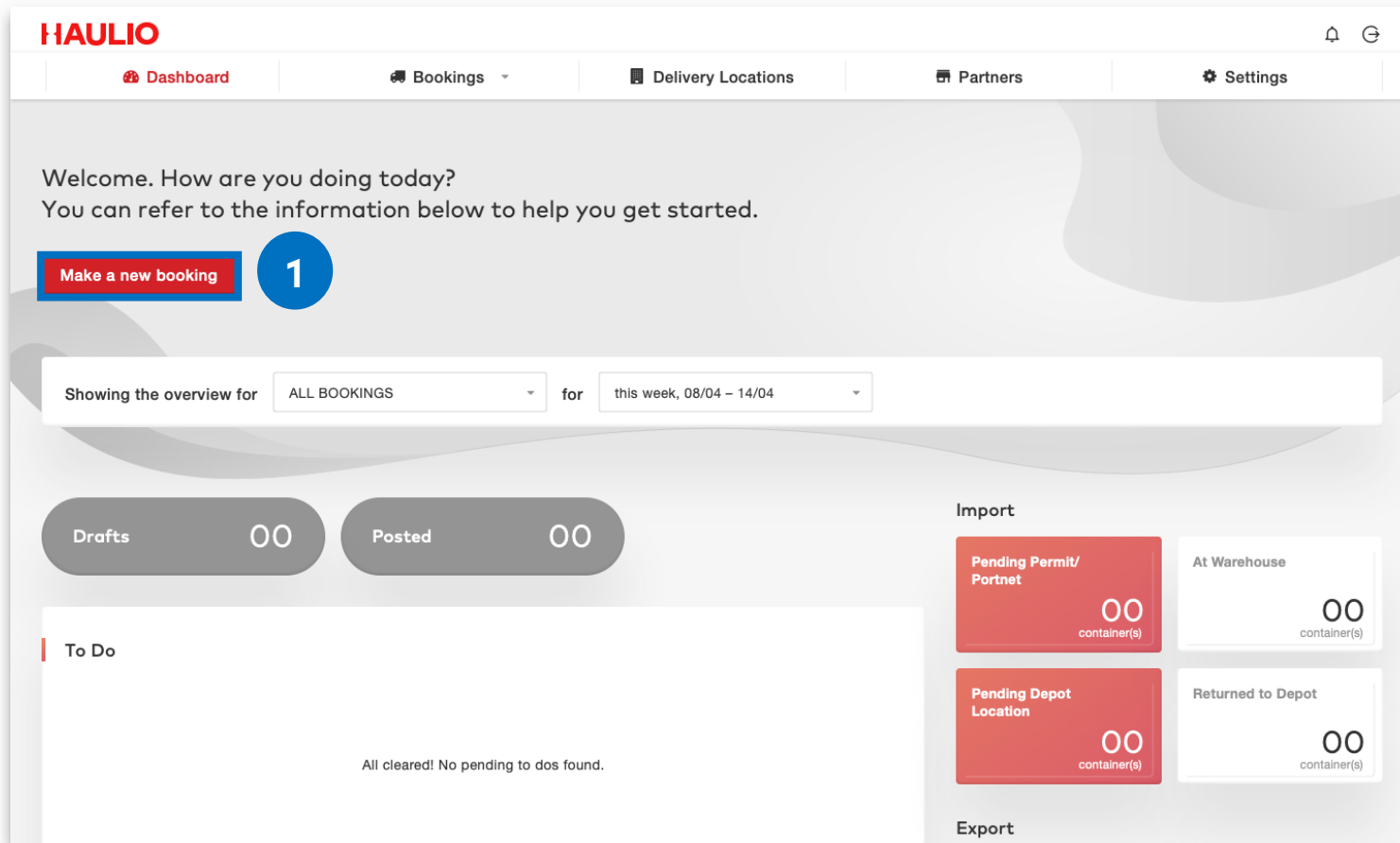
Export to PDF

Edit

Duplicate

HAULIO

3. BOOKINGS Create New Booking



A new user will see an empty Dashboard.

Step 1: Click on the “**Make a new booking**” button to create a new haulage booking.

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Bookings > Create New

Job Type **2**

☒ Round Trip ☐ One Way

☒ Import ☐ Export ☐ Others

Route & Containers

Port Location *
PLEASE SELECT

Delivery Location *
PLEASE SELECT

Warehouse Contact Person ⓘ
PLEASE SELECT

Truck In
SELECT DD MMM YYYY 23:59

Truck Out
SELECT DD MMM YYYY 23:59

Depot Location *
PLEASE SELECT

Assign To

Please select who can see this job posting.

☒ **Haulio**
Any Haulier on the platform.

☐ **Haulio minus Partners**
Any Haulier, excluding your partners.

☐ **Partners**
Select a Haulier from your list of partners.

☐ **Internal**
Not posted to any Hauliers

Pricing ⓘ

GST and additional charges are not included in the prices below.
For any additional charges, you will be informed within 5 working days* after job completion.
Pricing below is generated based on previously agreed [quotation](#).

Indicate your job details on the left to see a breakdown of the pricing here.

Grand Total 0.00

Step 2: Select the trucking job type
"Round Trip" or "One Way",
"Import", "Export", or "Others"
based on your requirement.

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

3

Route & Containers

Port Location *
PLEASE SELECT

Delivery Location *
PLEASE SELECT

Warehouse Contact Person ?
PLEASE SELECT

Truck In
SELECT DD MMM YYYY 23:59

Truck Out
SELECT DD MMM YYYY 23:59

Depot Location *
PLEASE SELECT

Container Details

Cntr Type & Size *
PLEASE SELECT

Cntr Weight *
PLEASE SELECT

Quantity *
0

[Add Another Container Type](#)

Add Container Details

Partners
Select a Haulier from your list of partners.

Internal
Not posted to any Hauliers

Pricing
GST and additional charges are not included in the prices below. For any additional charges, you will be informed within 5 working days* after job completion. Pricing below is generated based on previously agreed quotation.

Indicate your job details on the left to see a breakdown of the pricing here.

Grand Total 0.00

Step 3: Based on your booking requirement, fill up all the mandatory fields with red asterisk "*" such as

- Port location
- Delivery location
- Truck in, truck out date & time
- Depot location
- Container type & size
- Container quantity

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Add Container Details

4

Details

Your Billing Ref. BL No. *

Vessel Name Voyage

ALS APOLLO E123

Vessel ETB Carrier Name

18 JUL 2021 02:00 BERTH: P40

Vessel schedule information updated as of 14 JUL 2021 16:00

Dangerous Goods Orange-Plate Required?

No Yes

Customs Endorsement Required? ② Permit No.

No Yes

Upload Documents

Please attach any necessary documents

Step 4: Fill up all the mandatory fields with red asterisk "*" such as Vessel Details, BL no., if your container is classified as DG and require DG trucking, do select type of DG class in the selection list and select require orange-plate/ hazmat license or no.

If your cargo clearance permit (CCP) require customs endorsement, do select "Yes" in order to pre-alert hauliers to go to the Customs red lane for scanning and endorsement.

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

5

Upload Documents
Please attach any necessary documents

⬆

E.g. Arrival Notice, Booking Confirmation, Permits

Drag & drop or browse your files

6

Remarks

B I U [List Icons]

Enter text here...

Step 5: Upload files (E.g. arrival notice, booking confirmation, bill of lading or cargo clearance permits) for your trucking job.

Step 6: If the Remarks were saved to your Delivery Location, it will show up in your booking automatically. Important notes can be added to notify hauliers on your customer's requirement. (E.g. specific loading bay to park the container, person in-charge to acknowledge the container.)

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Enter text here..

7

Emails
Please select the team to receive the emails for this job. Teams can be managed in Settings if you have Admin access.

☒ Everyone ☐ Team ☐ Just Me

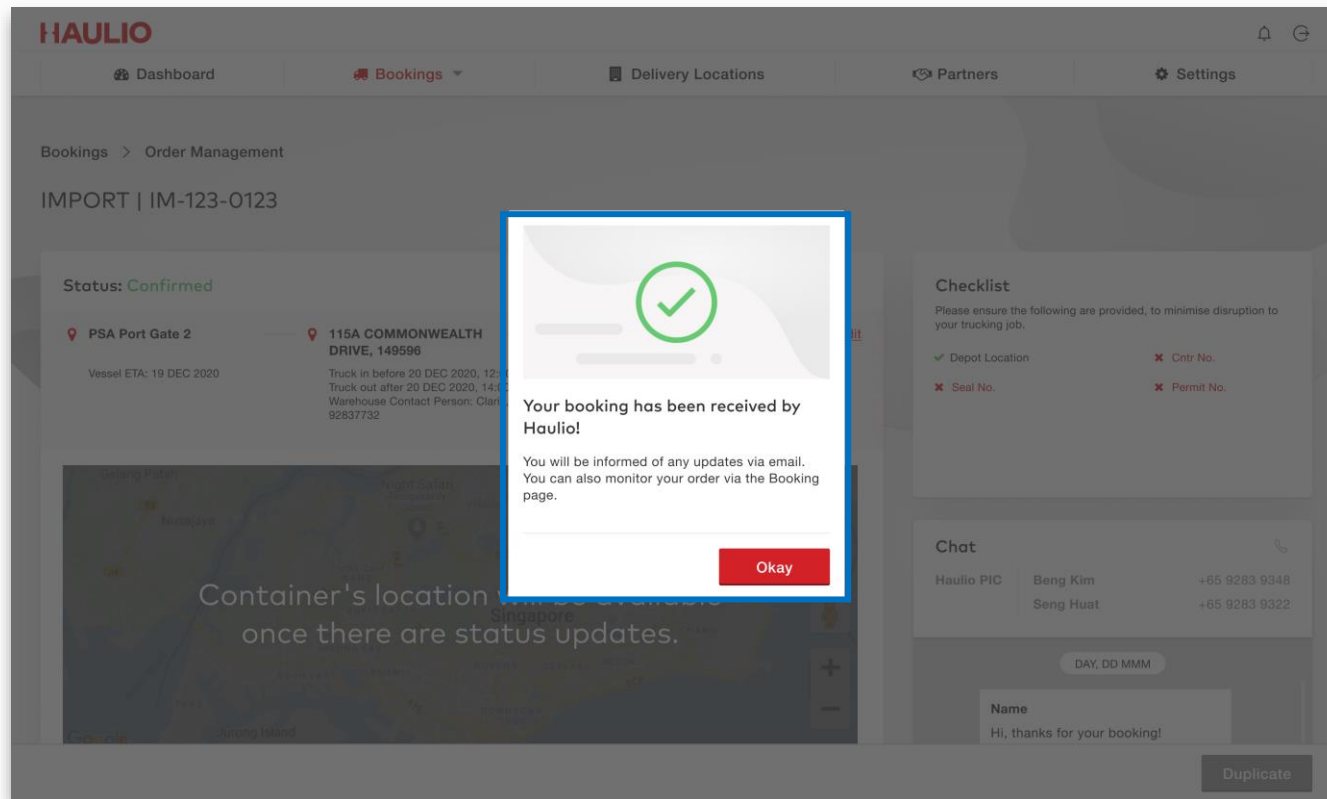
8 Save Draft Submit

Step 7: Indicate the users who should receive email updates for the booking.

Teams can be set up from the Settings page.

Step 8: You may save your job as Draft if your trucking job details are incomplete. If your job details are completed and ready, then you can proceed and submit this trucking job accordingly.

3. BOOKINGS Create New Booking



After submitting your booking, you will receive an **acknowledgement**.

The receiver – Haulio will then be able to start coordinating the logistics of your booking.

3. BOOKINGS Create New Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Bookings > Order Management

IMPORT | IM-123-0123

Status: **Confirmed**

PSA Port Gate 2 **115A COMMONWEALTH DRIVE, 149596** **Sky Cogent** [Edit](#)

Vessel ETA: 2019/04/18 02:00 / P40

Truck in before 2019/04/20, 12:00
Truck out after 2019/04/20, 14:00

Warehouse Contact Person:
Marcus Lee, 61231234

Checklist
Please ensure the following are provided, to minimise disruption to your trucking job.

- ✓ Depot Location
- ✗ Cntr No.
- ✗ Seal No.
- ✗ Permit No.

Chat

Haulio PIC: Beng Kim (+65 9283 9348)
Seng Huat (+65 9283 9322)

DAY, DD MMM

Name
Hi, thanks for your booking!

20 DEC 2020 16:13

[Duplicate](#)

There is a **checklist** in each submitted booking to remind you of any pending information from your end.

3. BOOKINGS Save Draft Booking

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

✔ Your booking has been saved to Drafts.

Bookings > Create New

Customer
You can manage your customers' listing in the Delivery Location tab.

Company Name: Your Billing Ref.:

Job Type

☒ Round Trip ☐ One Way

☒ Import ☐ Export ☐ Others

Details

Audience
Please select who can see this job posting.

☒ **Haulio**
All Hauliers on the platform

☐ **Non Partner Haulio**
All Hauliers, excluding your partners

☐ **Partners**
Assign to a Haulier from your partners' list

☐ **Internal**
Not posted to any Hauliers

Pricing
GST and additional charges are not included in the prices below. For any additional charges, you will be informed within 3 - 5 days of the job's completion.

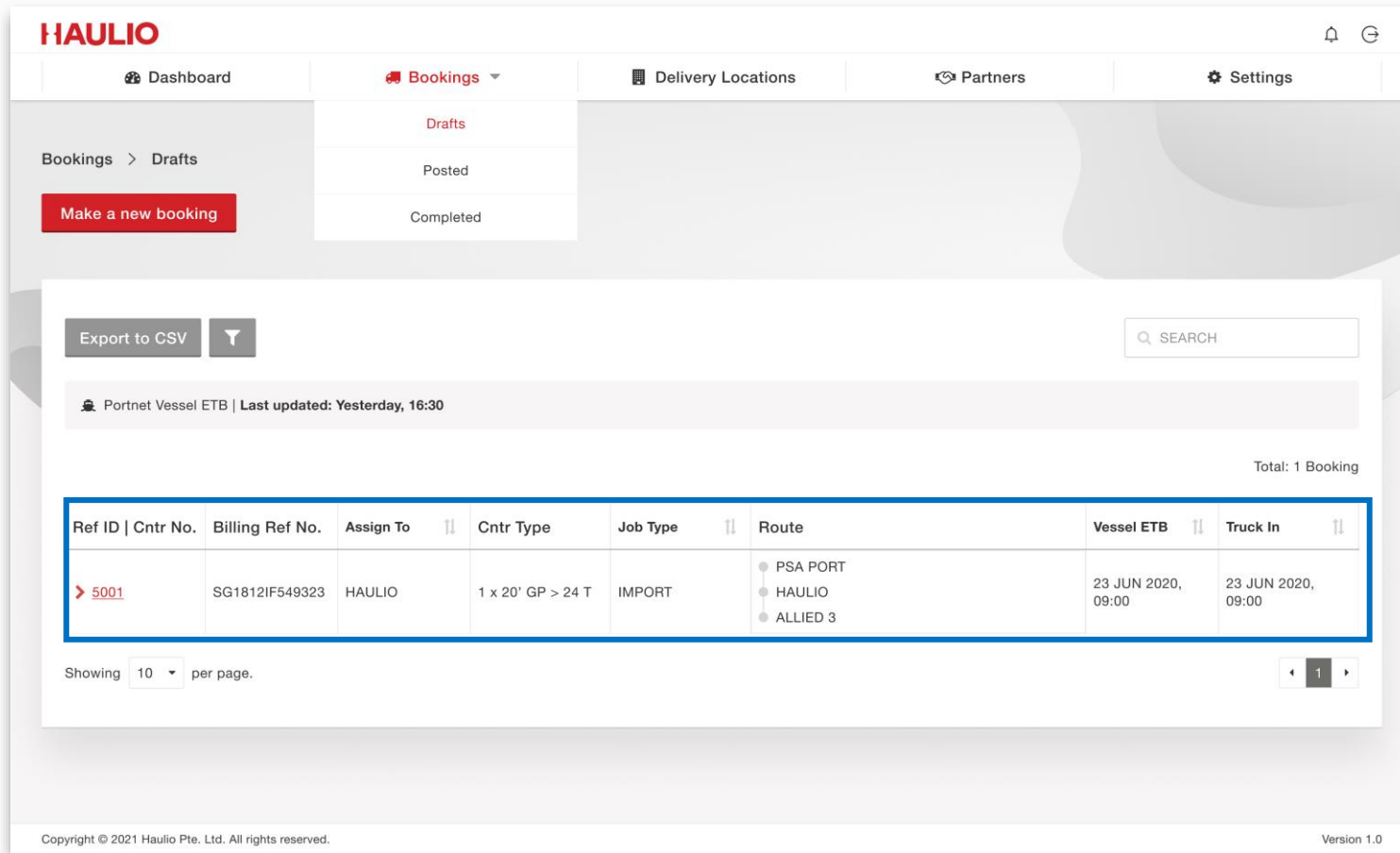
Container Haulage <Job Type>

Item	Qty	Amount (SGD)	Total (SGD)
------	-----	--------------	-------------

[Delete Draft](#)

You may save your job as **Draft**, if you are still pending any mandatory details or shipping documents.

3. BOOKINGS Save Draft Booking



The screenshot displays the HAULIO web application interface. The top navigation bar includes the HAULIO logo, a notification bell, and a refresh icon. The main navigation menu contains links for Dashboard, Bookings (selected), Delivery Locations, Partners, and Settings. The Bookings dropdown menu is open, showing Drafts (highlighted in red), Posted, and Completed. A red button labeled 'Make a new booking' is visible. Below the navigation, the 'Drafts' page is shown with a search bar and a table of draft bookings. The table has columns for Ref ID, Cntr No., Billing Ref No., Assign To, Cntr Type, Job Type, Route, Vessel ETB, and Truck In. A single draft booking is listed with a red arrow icon next to the Ref ID '5001'. The bottom of the page shows pagination controls and a footer with copyright information.

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Bookings > Drafts

Make a new booking

Export to CSV

SEARCH

Portnet Vessel ETB | Last updated: Yesterday, 16:30

Total: 1 Booking

Ref ID Cntr No.	Billing Ref No.	Assign To	Cntr Type	Job Type	Route	Vessel ETB	Truck In
> 5001	SG1812IF549323	HAULIO	1 x 20' GP > 24 T	IMPORT	PSA PORT HAULIO ALLIED 3	23 JUN 2020, 09:00	23 JUN 2020, 09:00

Showing 10 per page.

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Draft bookings can be found in the **Drafts** page under Bookings tab, You can continue to update any incomplete details or upload relevant shipping documents before submitting the booking.

3. BOOKINGS Duplicate Job

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Bookings > Order Management

IMPORT | IM-123-0123

Status: **Confirmed**

PSA Port Gate 2 **115A COMMONWEALTH DRIVE, 149596** **Sky Cogent** [Edit](#)

Vessel ETB: 18 JUL 2021 02:00 P40
Truck in before 18 JUL 2021, 12:00
Truck out after 19 JUL 2021, 14:00
Today 16:00

Warehouse Contact Person: Name, <Office No.>, <Mobile No.>

Checklist
Please ensure the following are provided, to minimise disruption to your trucking job.

- ✓ Depot Location
- ✗ Cntr No.
- ✗ Seal No.
- ✗ Permit No.

Chat

Haulio PIC | Beng Kim +65 9283 9348
Seng Huat +65 9283 9322

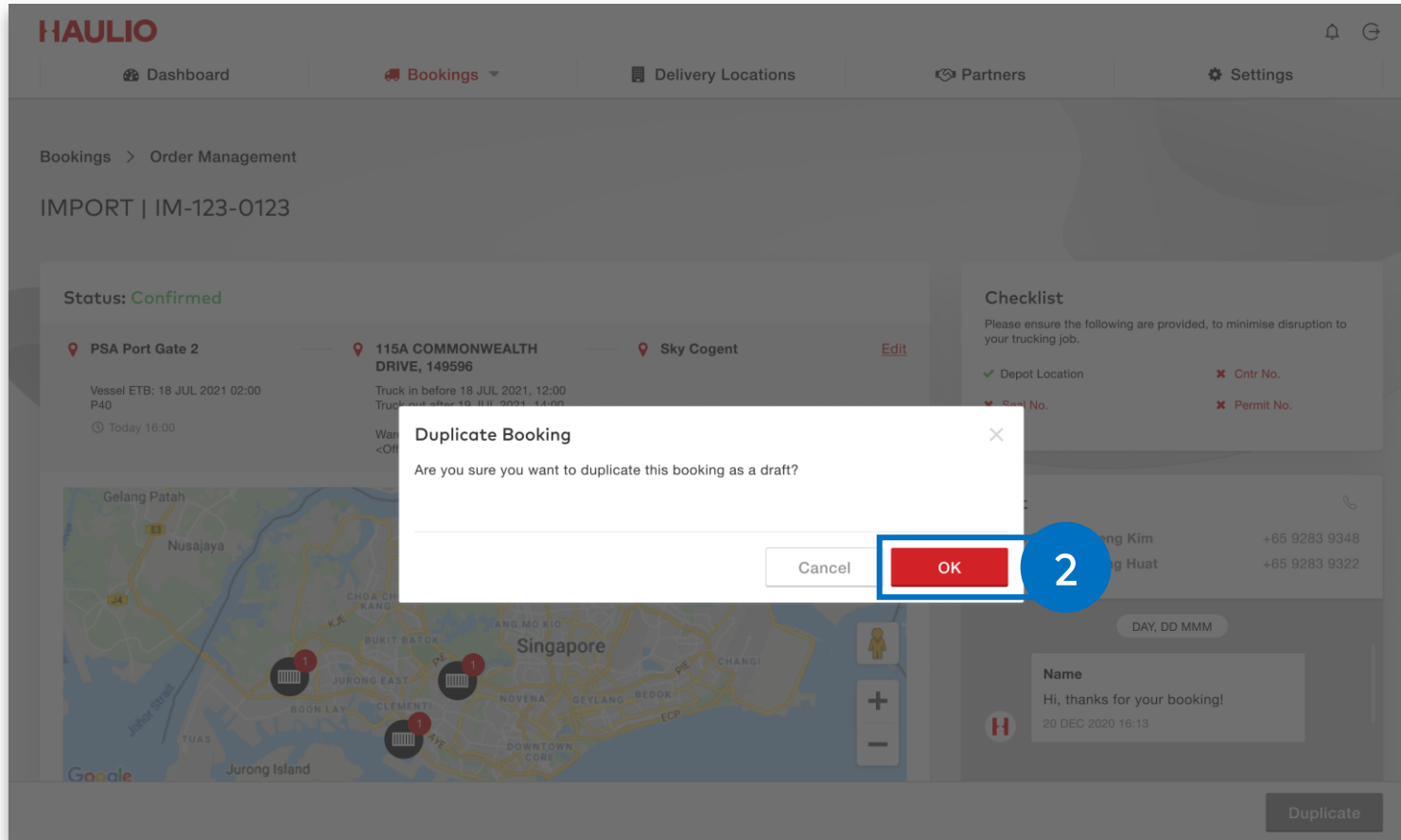
DAY, DD MMM

Name
Hi, thanks for your booking!
20 DEC 2020 16:13

1 Duplicate

Step 1: You can **create** a new booking by **duplicating** previous bookings if your job details are similar.

3. BOOKINGS Duplicate Job



Step 2: Click "Ok" to proceed and duplicate this booking as draft and update the details for your next job.

3. BOOKINGS Posted Job

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

Bookings > Posted

Make a new booking

Drafts

Posted

Completed

Showing ALL BOOKINGS for ALL TIME

Import (4)

Export (3)

Others (2)

One Way (2)

Expand All

Export to CSV

SEARCH

Portnet Vessel ETB | Last updated: Yesterday, 16:30

Total: 3 Bookings

Ref ID	Cntr No.	Billing Ref	Assigned To	Cntr Type	Vessel ETB	Route	Truck In	Checklist	Cntr Status
> IM-123-0123	SG2021-01	HAULIO	1 x 20' GP (< 24 T) 1 x 40' GP (≥ 24 T) 1 x 20' HC (≥ 24 T) 1 x 20' TK (Empty)	12 MAY 2022 HH:MM P40	PSA PORT 115A COMMONWEALTH DRIVE, 147596 (HAULIO HQ) TO BE CONFIRMED	BEFORE 23 JUN 2021, 13:00	✖ Pending (2)	-	
> IM-123-0122	SG1812IF54932	AH BENG HAULAGE PTE LTD	1 x 40' TK (Empty)	12 MAY 2022 HH:MM P40	PSA PORT H WAREHOUSE TO BE CONFIRMED	BEFORE 23 JUN 2021, 13:00	✖ Pending (2)	-	
> IM-123-0122	SG2021-01	HAULIO	1 x 20' GP (< 24 T)	12 MAY 2022 HH:MM	PSA Port 115A COMMONWEALTH DRIVE, 147596 (HAULIO HQ)	BEFORE 23 JUN 2021, 13:00	✔ All Cleared	At Delivery Location (1)	

Step 1: Click "Posted" to refer all the posted jobs with details have been submitted into Haulio platform for trucking arrangement.

3. BOOKINGS Posted Job

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

Bookings > Posted

Make a new booking

Showing ALL BOOKINGS for ALL TIME

Import (4)Export (3)Others (2)One Way (2)

2

Expand AllExport to CSV

SEARCH

Portnet Vessel ETB | Last updated: Yesterday, 16:30

Total: 3 Bookings

Ref ID Cntr No.	Billing Ref	Assigned To	Cntr Type	Vessel ETB	Route	Truck In	Checklist	Cntr Status
> IM-123-0123	SG2021-01	HAULIO	1 x 20' GP (< 24 T) 1 x 40' GP (≥ 24 T) 1 x 20' HC (≥ 24 T) 1 x 20' TK (Empty)	12 MAY 2022 HH:MM P40	PSA PORT 115A COMMONWEALTH DRIVE, 147596 (HAULIO HQ) TO BE CONFIRMED	BEFORE 23 JUN 2021, 13:00	✖ Pending (2)	-
> IM-123-0122	SG1812IF54932	AH BENG HAULAGE PTE LTD	1 x 40' TK (Empty)	12 MAY 2022 HH:MM P40	PSA PORT H WAREHOUSE TO BE CONFIRMED	BEFORE 23 JUN 2021, 13:00	✖ Pending (2)	-
> IM-123-0122	SG2021-01	HAULIO	1 x 20' GP (< 24 T)	12 MAY 2022 HH:MM	PSA Port 115A COMMONWEALTH DRIVE, 147596 (HAULIO HQ)	BEFORE 23 JUN 2021, 13:00	✔ All Cleared	At Delivery Location (1)

Step 1: Your posted jobs have been sorted out into 4 categories – **Import**, **Export**, **Others**, & **One Way** for your easy reference and coordination.

3. BOOKINGS Job Chat

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

40' GP

OOLU4811661

Ready to Return

Details

Pricing

Attachments (2)

Logs

Customer Name

AAA

Your Billing Ref.

SG20200226

BL No.

CMAUAAA1111111111

Vessel Name

RAJESH, 85151807

Voyage

THE VOYAGE

Vessel ETA

2020/03/14 12:30 / PPT

Carrier Name

CMA CGM

Dangerous Goods

NO DANGEROUS GOODS

Orange-Plate Required?

NO

Customs Endorsement Required?

NO

Document No.

1822210010

Chat

Mon, 15 Apr

Haulio

Hello, thanks for your booking. You can chat with us regarding this job here.

2019-05-12 05:15

Sally Cheong

Hi, can I check if my uploaded permit has gone through? I have an updated version.

2019-05-12 05:30

Sally Cheong

Permit A.pdf

2019-05-12 05:30

All files shared here will be automatically saved in the "Attachment" tab.

Type your message

Duplicate

You can message the Haulio PIC in the chat function to follow up on the trucking status for each job.

3. BOOKINGS Job Chat

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

40' GP

OOLU4811661

Ready to Return

Details

Pricing

Attachments (2)

Logs

Customer Name

AAA

Your Billing Ref.

SG20200226

BL No.

CMAUAAA1111111111

Vessel Name

RAJESH, 85151807

Voyage

THE VOYAGE

Vessel ETA

2020/03/14 12:30 / PPT

Carrier Name

CMA CGM

Dangerous Goods

NO DANGEROUS GOODS

Orange-Plate Required?

NO

Customs Endorsement Required?

NO

40' GP

OOLU4811661

Ready to Return

Details

Pricing

Attachments (2)

Logs

Customer Name

AAA

Your Billing Ref.

SG20200226

BL No.

CMAUAAA1111111111

Vessel Name

RAJESH, 85151807

Voyage

THE VOYAGE

Vessel ETA

2020/03/14 12:30 / PPT

Carrier Name

CMA CGM

Dangerous Goods

NO DANGEROUS GOODS

Orange-Plate Required?

NO

Customs Endorsement Required?

NO

Chat

Mon, 15 Apr

Haulio

Hello, thanks for your booking. You can chat with us regarding this job here.

2019-05-12 05:15

Sally Cheong

Hi, can I check if my uploaded permit has gone through? I have an updated version.

2019-05-12 05:30

Sally Cheong

Permit A.pdf

2019-05-12 05:30

All files shared here will be automatically saved in the "Attachment" tab.

Type your message

Duplicate

Contact Us

Have any enquiries regarding your booking(s)? You may reach out to us at any of the numbers below:

Haulio Hotline

+65 8508 2327

PIC 1

+65 8508 2327

PIC 2

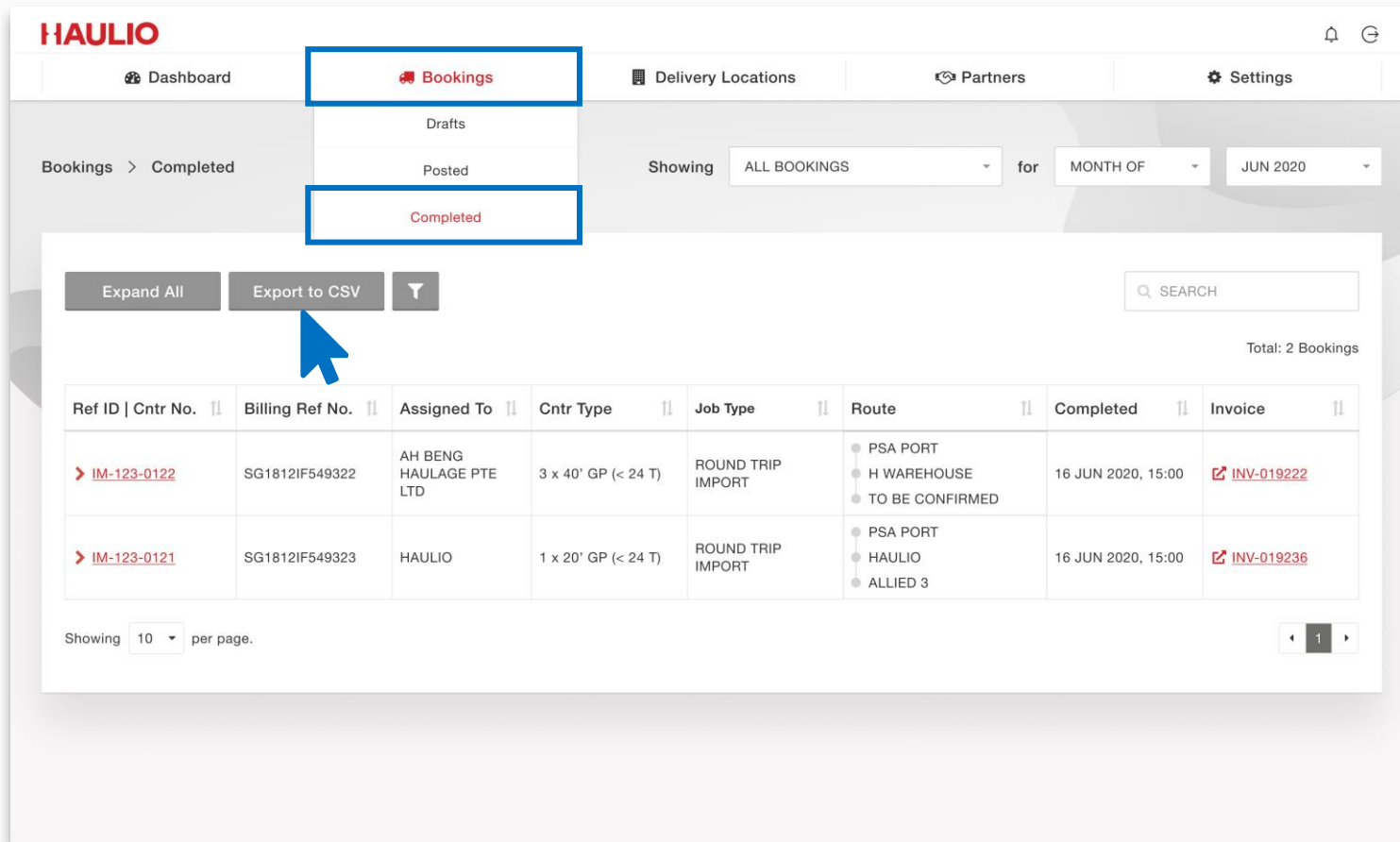
+65 8508 2327

Cancel

OK

Clicking on the phone icon will display the **contact no.** of the job's PIC and Haulio's hotline.

3. BOOKINGS Completed Jobs

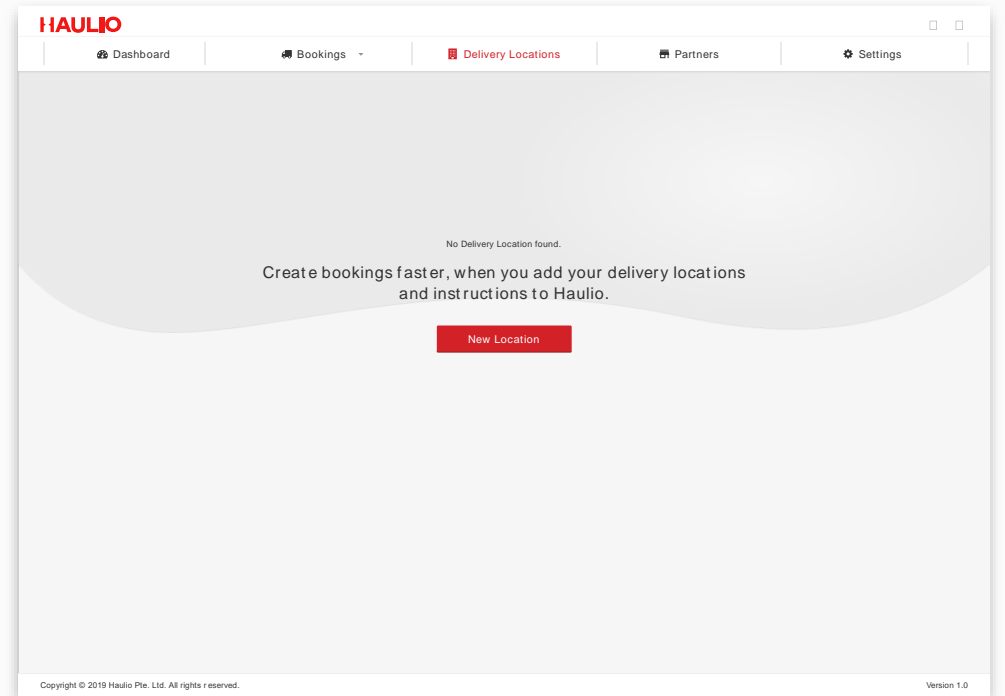


The screenshot displays the HAULIO web interface. The top navigation bar includes 'Dashboard', 'Bookings', 'Delivery Locations', 'Partners', and 'Settings'. The 'Bookings' section is active, showing a sidebar with 'Drafts', 'Posted', and 'Completed' (highlighted with a blue box). The main content area shows a list of bookings for 'JUN 2020'. A blue arrow points to the 'Export to CSV' button. The table below lists two completed bookings.

Ref ID Cntr No.	Billing Ref No.	Assigned To	Cntr Type	Job Type	Route	Completed	Invoice
> IM-123-0122	SG1812IF549322	AH BENG HAULAGE PTE LTD	3 x 40' GP (< 24 T)	ROUND TRIP IMPORT	PSA PORT H WAREHOUSE TO BE CONFIRMED	16 JUN 2020, 15:00	INV-019222
> IM-123-0121	SG1812IF549323	HAULIO	1 x 20' GP (< 24 T)	ROUND TRIP IMPORT	PSA PORT HAULIO ALLIED 3	16 JUN 2020, 15:00	INV-019236

Click "**Completed**" to search all the **completed bookings** and you can export the completed jobs into excel format-CSV for the selected month.

4. DELIVERY LOCATIONS



4. DELIVERY LOCATION Add New Location

Step 1: Click "New Location" to add new delivery location and requirements in order to create your booking faster.

HAULIO

Dashboard Bookings **Delivery Locations** Partners Settings

When you create a new booking from here, your customer's delivery location and remarks will be added automatically into your job. [Ok, got it](#)

New Location 1

SEARCH

Total: 4 Locations

Company Name	Delivery Location	Remarks	Customer	Status
ABBOTT	#NO. 2 KALLANG PUDDING ROAD #01-02 MACTECH BUILDING SINGAPORE 349307, 2 KALLANG PUDDING ROAD, 349307	Need your driver details - NAME, VEHICLE NUMBER & IC to book DMS before sending / collecting container over. PLS SUBMIT LORRY CHIT TO OFFICE UPON OFFLOAD AT YARD.	-	Active
BEAUTEX PTE LTD	#08-23, 1 KAKI BUKIT AVENUE 3, 416087	-	-	Active
COCA COLA	1 EBER ROAD, 239756	-	-	Deactivated
HAULIO	#02-23, 7 GAMBAS CRESCENT, 757087	-	-	Active

Showing 10 per page. 1

4. DELIVERY LOCATION Add New Location

Step 2: Fill up all the "Location Info" and customer requirement for the delivery location.

HAULIO

Dashboard Bookings **Delivery Locations** Partners Settings

Delivery Locations > Create New

2 Location Info

Company Name *
HAULIO

Postal Code * Street Name * Name of Building
COMMONWEALTH DRIVR

Block No. Unit No. Operating Hours

Pinned location do not match address above.
Click the button below to replace the

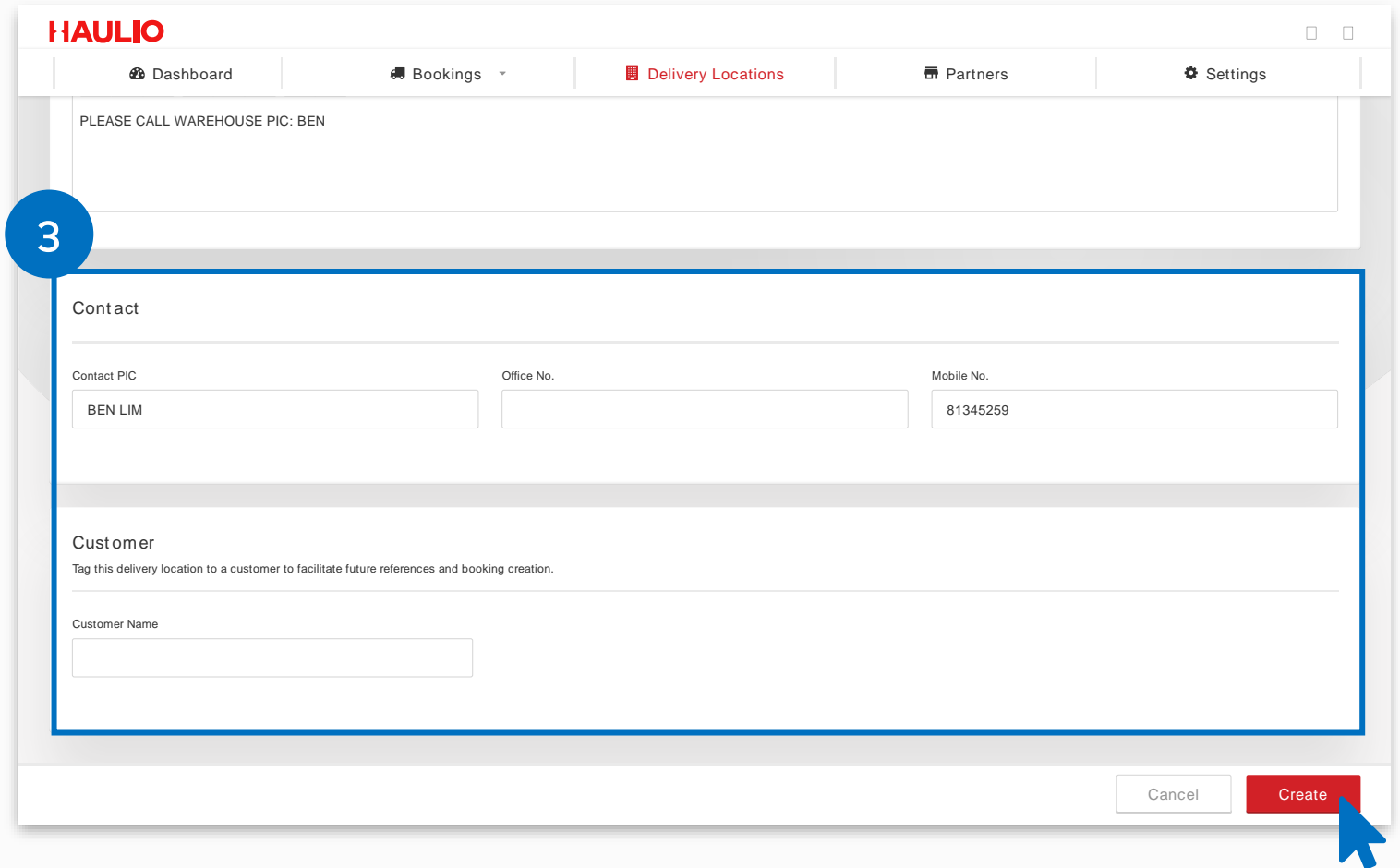
Map Satellite

Neighbourhood Police... blk 91 commonwealth
SPC Commonwealth MoneySmart.sg | Compare Personal... The First Flatted Factory
Certis Commonwealth Camwerkz Pte way eensway Cafe Breeze

4. DELIVERY LOCATION Add New Location

Step 3: Scroll down and fill in the remarks section, the contact person info, and tag an on-site customer name to facilitate the delivery location references.

Click "**Create**" once you have completed all the location details in order to add on the new delivery location.



HAULIO

Dashboard Bookings **Delivery Locations** Partners Settings

PLEASE CALL WAREHOUSE PIC: BEN

3

Contact

Contact PIC Office No. Mobile No.

BEN LIM 81345259

Customer

Tag this delivery location to a customer to facilitate future references and booking creation.

Customer Name

Cancel Create

4. DELIVERY LOCATION Amend Location

Step 1: Select the "Company Name" that you want to update/amend the location details.

HAULIO

Dashboard Bookings **Delivery Locations** Partners Settings

When you create a new booking from here, your customer's delivery location and remarks will be added automatically into your job. [Ok, got it](#)

New Location

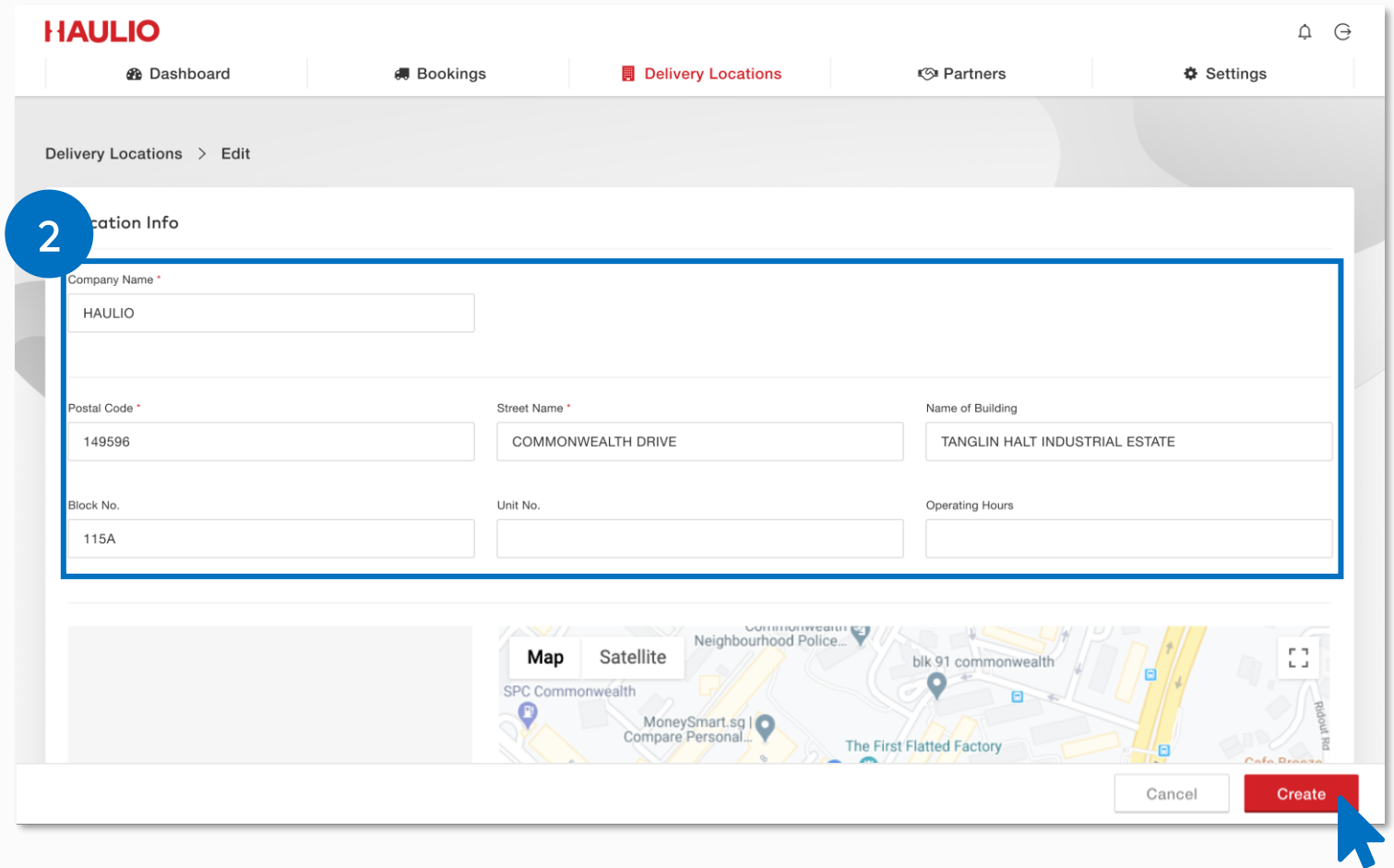
Total: 4 Locations

Company Name	Delivery Location	Remarks	Customer	Status
ABBOTT	#NO. 2 KALLANG PUDDING ROAD #01-02 MAOTECH BUILDING SINGAPORE 349307, 2 KALLANG PUDDING ROAD, 349307	Need your driver details - NAME, VEHICLE NUMBER & IC to book DMS before sending / collecting container over. PLS SUBMIT LORRY CHIT TO OFFICE UPON OFFLOAD AT YARD.	-	Active
BEAUTEX PTE LTD	#08-23, 1 KAKI BUKIT AVENUE 3, 416087	-	-	Active
COCA COLA	1 EBER ROAD, 239756	-	-	Deactivated
HAULIO	#02-23, 7 GAMBAS CRESCENT, 757087	-	-	Active

Showing 10 per page. 1

4. DELIVERY LOCATION Amend Location

Step 2: You may amend the location details such as location address, contact PIC and click "Create" to add the latest location info.



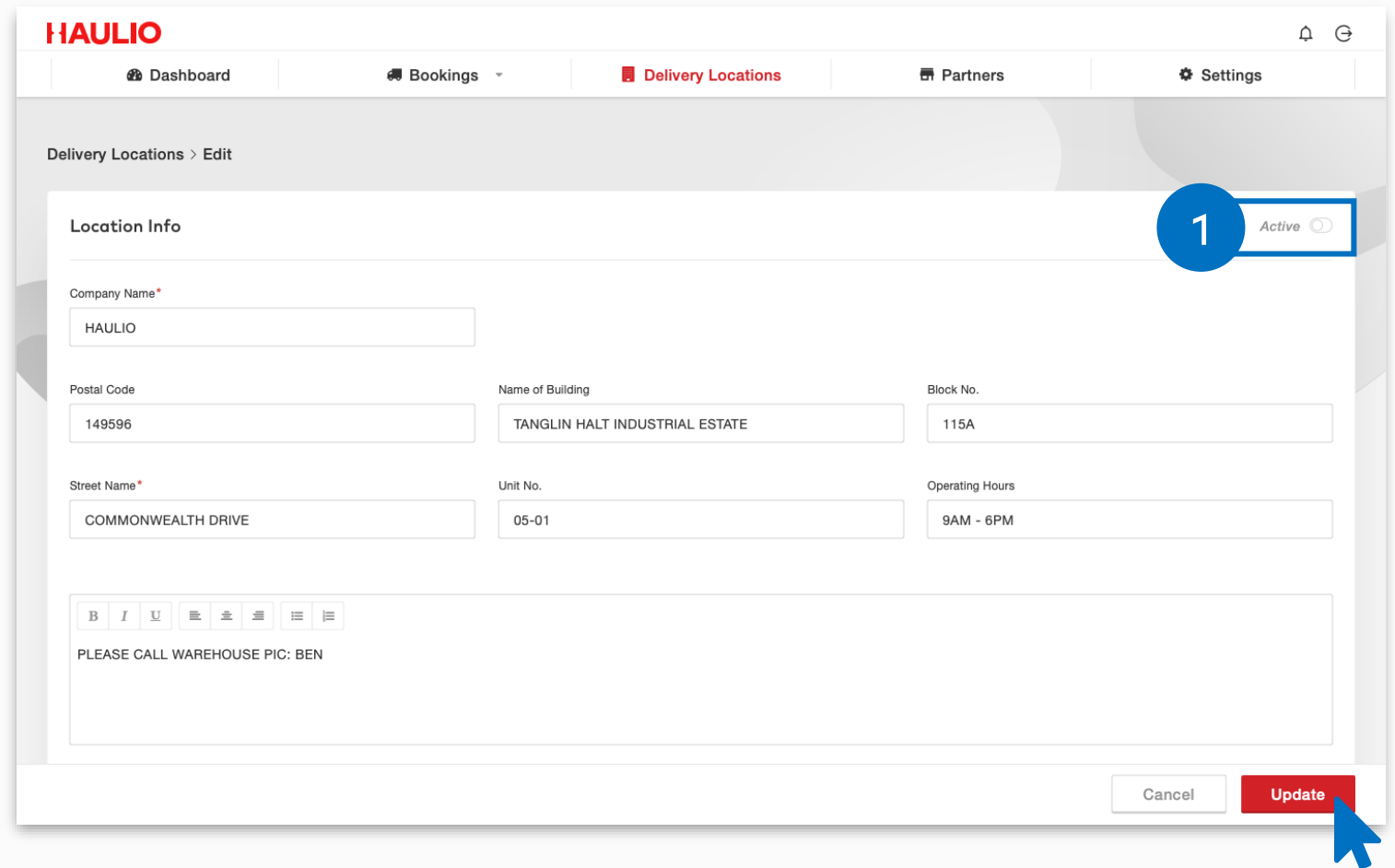
The screenshot displays the HAULIO web application interface. The top navigation bar includes the HAULIO logo and links to Dashboard, Bookings, Delivery Locations (highlighted in red), Partners, and Settings. Below the navigation bar, the breadcrumb trail shows 'Delivery Locations > Edit'. The main content area is titled 'Location Info' and contains a form with the following fields:

- Company Name * (Text input field containing 'HAULIO')
- Postal Code * (Text input field containing '149596')
- Street Name * (Text input field containing 'COMMONWEALTH DRIVE')
- Name of Building (Text input field containing 'TANGLIN HALT INDUSTRIAL ESTATE')
- Block No. (Text input field containing '115A')
- Unit No. (Text input field)
- Operating Hours (Text input field)

Below the form is a map showing the location. The map includes labels for 'SPC Commonwealth', 'MoneySmart.sg | Compare Personal...', 'The First Flatted Factory', and 'blk 91 commonwealth'. At the bottom right of the form, there are two buttons: 'Cancel' and 'Create'. A blue arrow points to the 'Create' button.

4. DELIVERY LOCATION Deactivate Location

Step 1: Select the company location that you want to deactivate, turn off "Active" button (it will turn into grey upon clicking) and then click "Update".



HAULIO

Dashboard Bookings **Delivery Locations** Partners Settings

Delivery Locations > Edit

Location Info

1 Active ☐

Company Name*
HAULIO

Postal Code: 149596 Name of Building: TANGLIN HALT INDUSTRIAL ESTATE Block No.: 115A

Street Name*
COMMONWEALTH DRIVE

Unit No.: 05-01 Operating Hours: 9AM - 6PM

B I U **≡ ≡ ≡ ≡ ≡**

PLEASE CALL WAREHOUSE PIC: BEN

Cancel Update

4. DELIVERY LOCATION Deactivate Location

The selected company delivery location status have been **deactivated** which is no longer valid for your future booking usage.

HAULIO

Dashboard

Bookings

Delivery Locations

Partners

Settings

When you create a new booking from here, your customer's delivery location and remarks will be added automatically into your job.

Success
Delivery Location has been updated.

New Location

Search

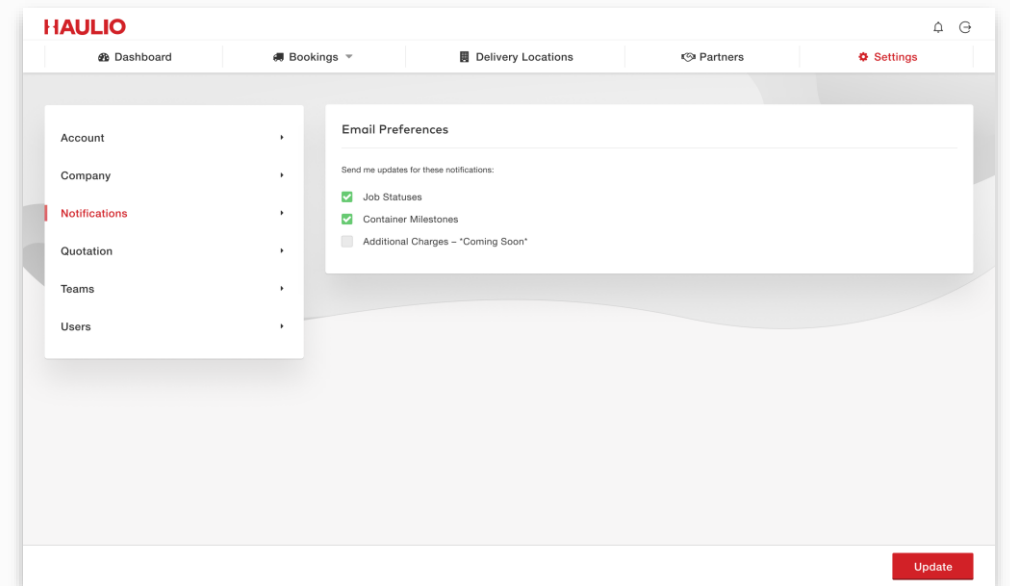
Total: 5 Locations

Company Name	Delivery Location	Remarks	Customer	Status	
HAULIO		-	-	Deactivated	New Booking
		Need your driver details - NAME, VEHICLE NUMBER & IC to book DMS before sending / collecting container over. PLS SUBMIT LORRY CHIT TO OFFICE UPON OFFLOAD AT YARD.	-	Active	New Booking
		-	-	Active	New Booking
		-	-	Active	New Booking
		-	-	Deactivated	New Booking

Showing 5 per page.

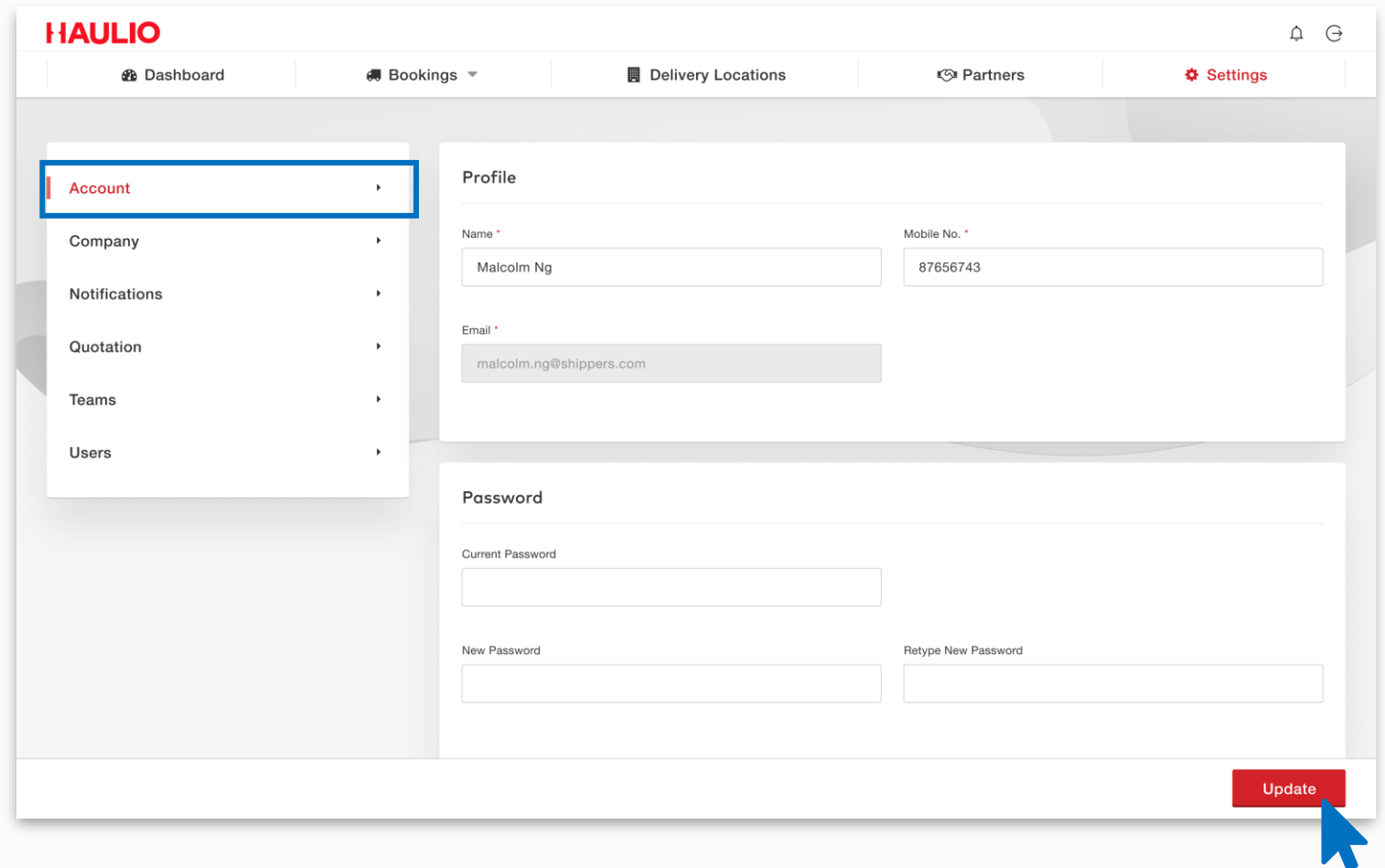
1

5. SETTINGS



5. SETTINGS Update your Account Profile & Change Password

Select "**Account**" to update your name, contact information or change your password. Click on the "**Update**" button to save your changes.



The screenshot displays the HAULIO web application's settings interface. The top navigation bar includes the HAULIO logo and links for Dashboard, Bookings, Delivery Locations, Partners, and Settings. The left sidebar menu has 'Account' highlighted with a blue box. The main content area is divided into two sections: 'Profile' and 'Password'. The 'Profile' section contains input fields for Name (Malcolm Ng), Mobile No. (87656743), and Email (malcolm.ng@shippers.com). The 'Password' section contains input fields for Current Password, New Password, and Retype New Password. A red 'Update' button is located at the bottom right of the form, with a blue mouse cursor pointing at it.

HAULIO

Dashboard Bookings Delivery Locations Partners **Settings**

Account

- Company
- Notifications
- Quotation
- Teams
- Users

Profile

Name * Mobile No. *

Malcolm Ng 87656743

Email *

malcolm.ng@shippers.com

Password

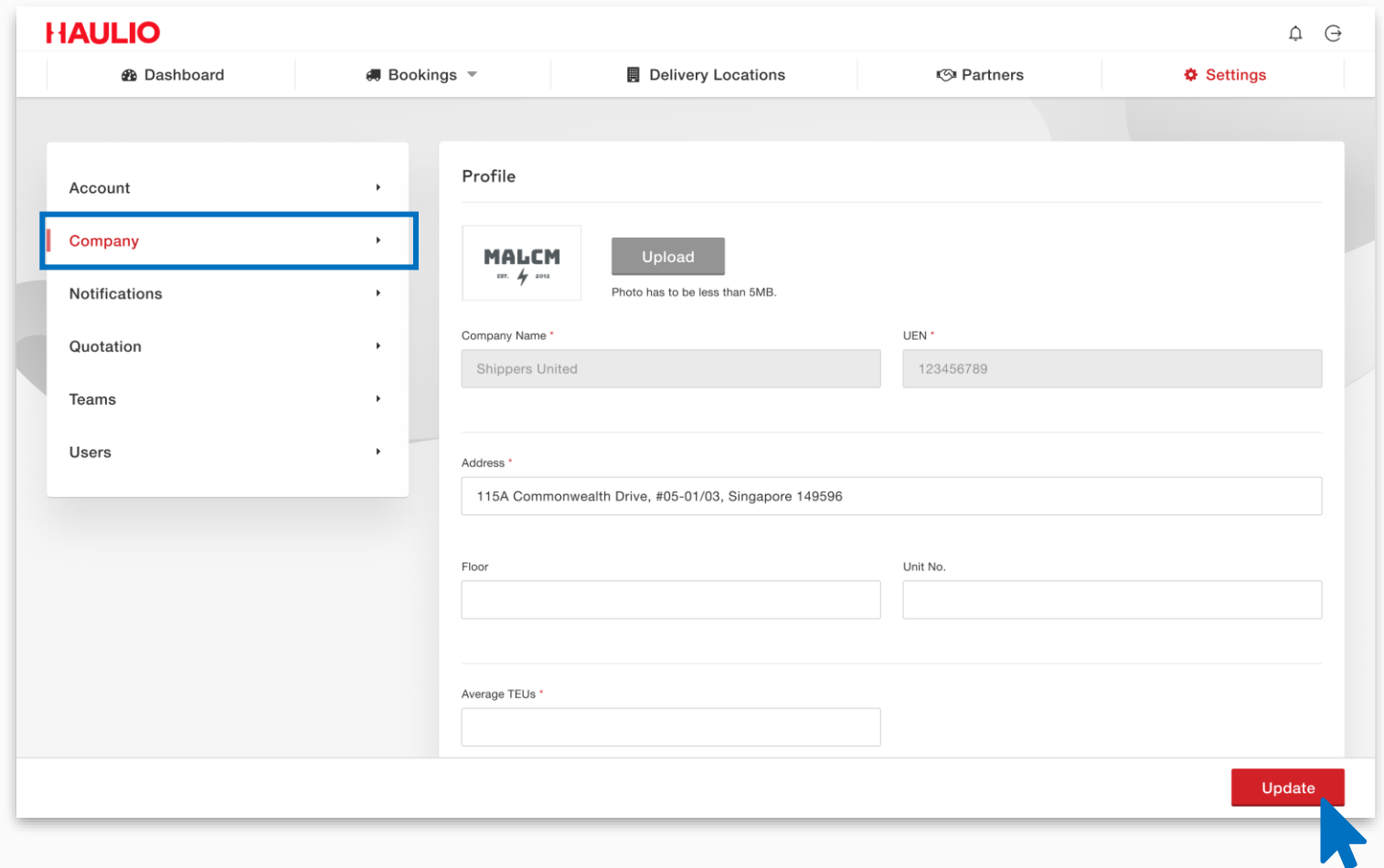
Current Password

New Password Retype New Password

Update

5. SETTINGS Setup your Company Profile

Select "**Company**" to update your company profile details like company address & average TEUs transact in your business.




The screenshot displays the HAULIO web application interface. At the top, the HAULIO logo is on the left, and navigation icons for a bell and a refresh symbol are on the right. Below the logo, a horizontal menu bar contains five items: Dashboard, Bookings, Delivery Locations, Partners, and Settings. The Settings item is highlighted in red. On the left side of the main content area, a vertical sidebar menu lists five options: Account, Company, Notifications, Quotation, and Users. The 'Company' option is highlighted with a blue border and a red vertical bar on its left. The main content area is titled 'Profile' and contains a form for updating company details. At the top of the form is a logo upload section with a placeholder image of 'MALCM' and an 'Upload' button. Below this is a section for 'Company Name' and 'UEN', each with a text input field. The 'Company Name' field contains 'Shippers United' and the 'UEN' field contains '123456789'. Below these is an 'Address' section with a text input field containing '115A Commonwealth Drive, #05-01/03, Singapore 149596'. Further down are two input fields for 'Floor' and 'Unit No.'. At the bottom of the form is an 'Average TEUs' input field. A red 'Update' button is located at the bottom right of the form, with a blue mouse cursor pointing at it.

HAULIO

Dashboard Bookings Delivery Locations Partners Settings

Account
Company
Notifications
Quotation
Teams
Users

Profile

 Upload
Photo has to be less than 5MB.

Company Name * UEN *

Shippers United 123456789

Address *

115A Commonwealth Drive, #05-01/03, Singapore 149596

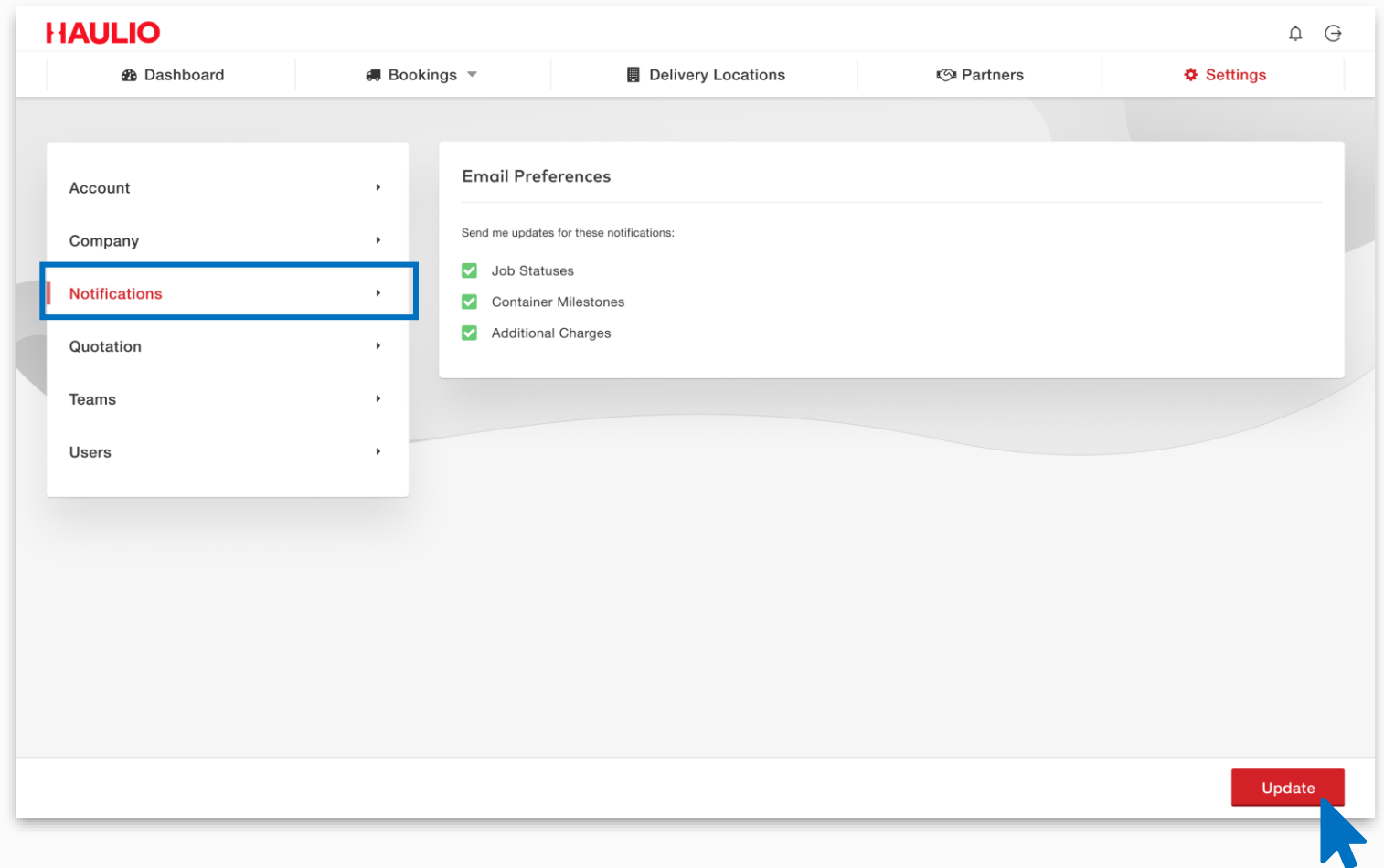
Floor Unit No.

Average TEUs *

Update

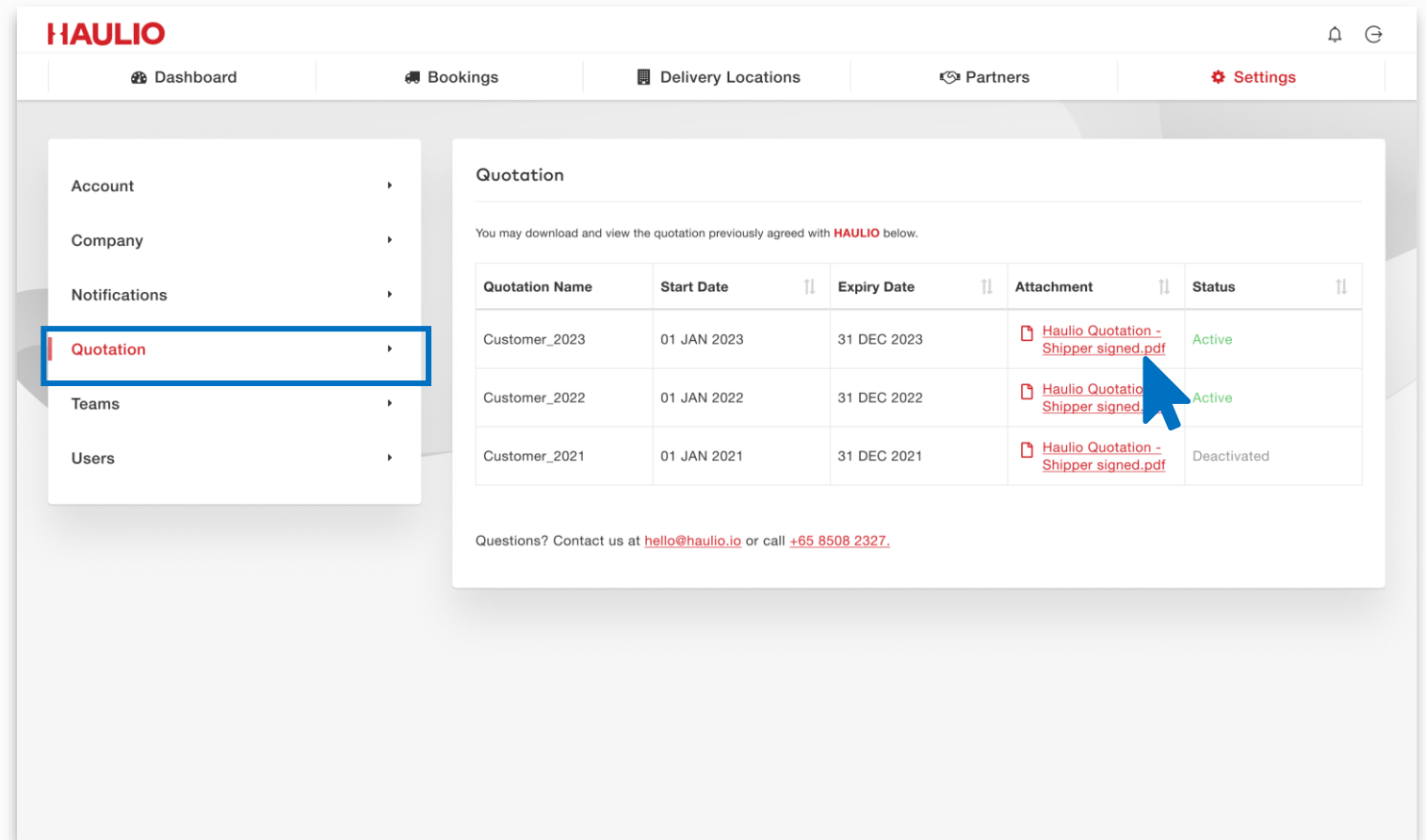
5. SETTINGS Customise Email Notifications

Select "**Account**" to update your name, contact information or change your password. Click on the "**Update**" button to save your changes.



5. SETTINGS View Quotation

Select "**Quotation**" to view the pricing agreement with HAULIO. Only admin users will be able to view this page.






HAULIO

Dashboard Bookings Delivery Locations Partners **Settings**

Account
Company
Notifications
Quotation
Teams
Users

Quotation

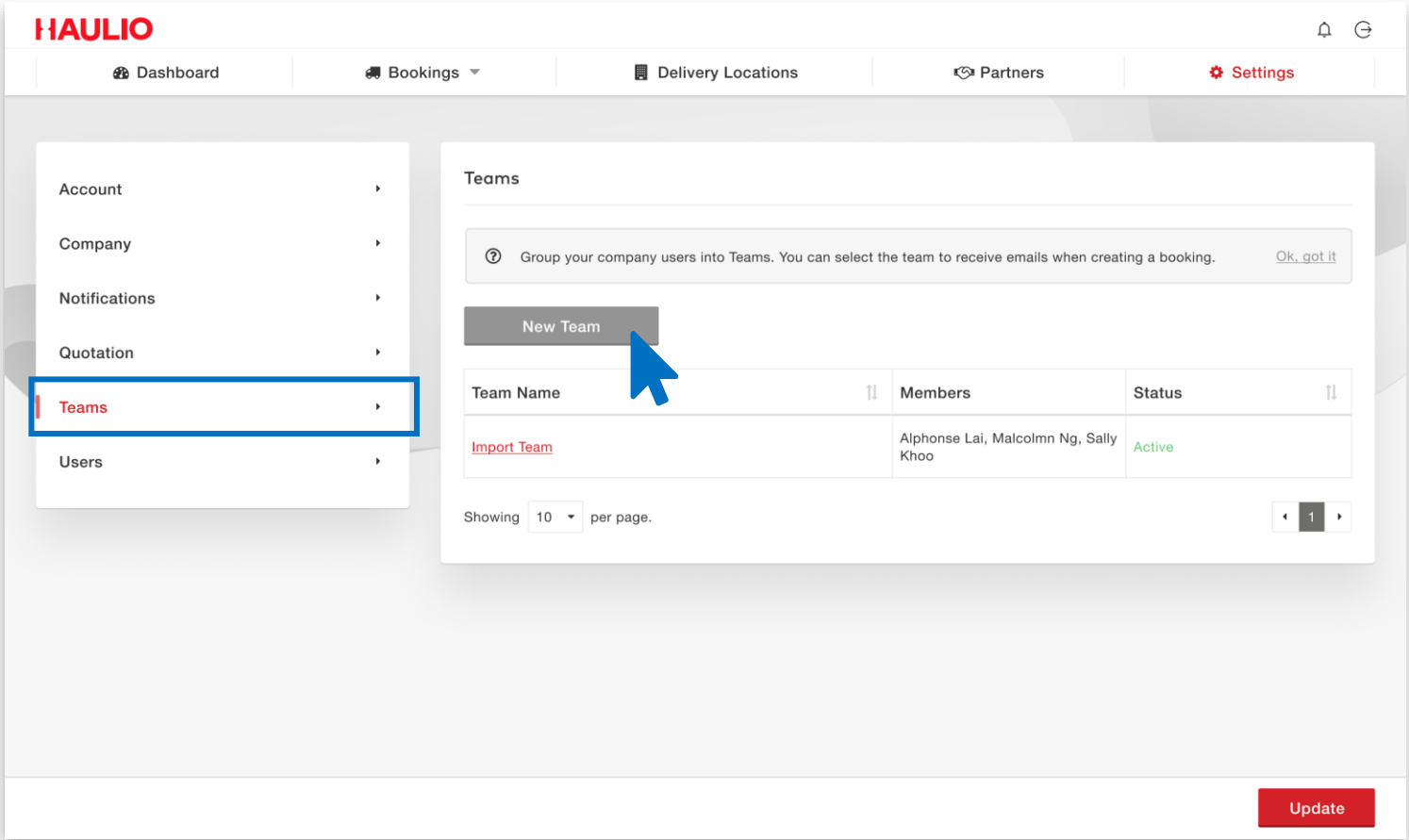
You may download and view the quotation previously agreed with **HAULIO** below.

Quotation Name	Start Date	Expiry Date	Attachment	Status
Customer_2023	01 JAN 2023	31 DEC 2023	 Haulio Quotation - Shipper signed.pdf	Active
Customer_2022	01 JAN 2022	31 DEC 2022	 Haulio Quotation Shipper signed	Active
Customer_2021	01 JAN 2021	31 DEC 2021	 Haulio Quotation - Shipper signed.pdf	Deactivated

Questions? Contact us at hello@haulio.io or call [+65 8508 2327](tel:+6585082327).

5. SETTINGS Set up Teams

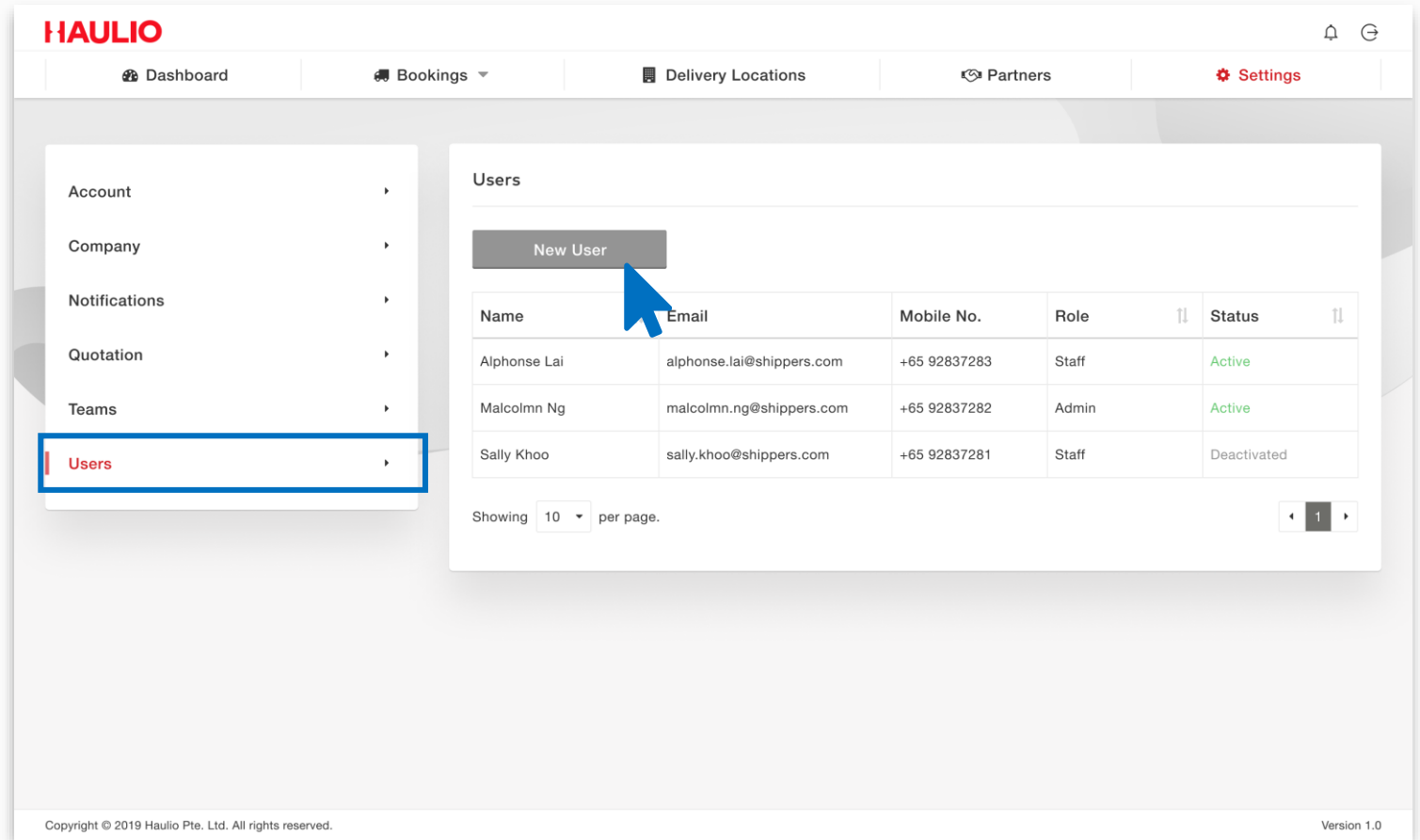
Select "Teams" to group your company users. You may specify a team to receive alerts for a booking.



5. SETTINGS Create New User

Select "**Users**" then click on "**New User**" and update new user profile and set a new login password accordingly.

Only a user with **Admin** role can see and manage the users' list.



The screenshot displays the HAULIO web application interface. The top navigation bar includes the HAULIO logo and a menu with items: Dashboard, Bookings, Delivery Locations, Partners, and Settings. The left sidebar contains a list of menu items: Account, Company, Notifications, Quotation, Teams, and Users. The 'Users' menu item is highlighted with a blue border. The main content area shows the 'Users' management page. At the top of this page is a 'New User' button. Below it is a table with the following columns: Name, Email, Mobile No., Role, and Status. The table contains three rows of user data. At the bottom of the table, there is a pagination control showing 'Showing 10 per page.' and a page number '1'.

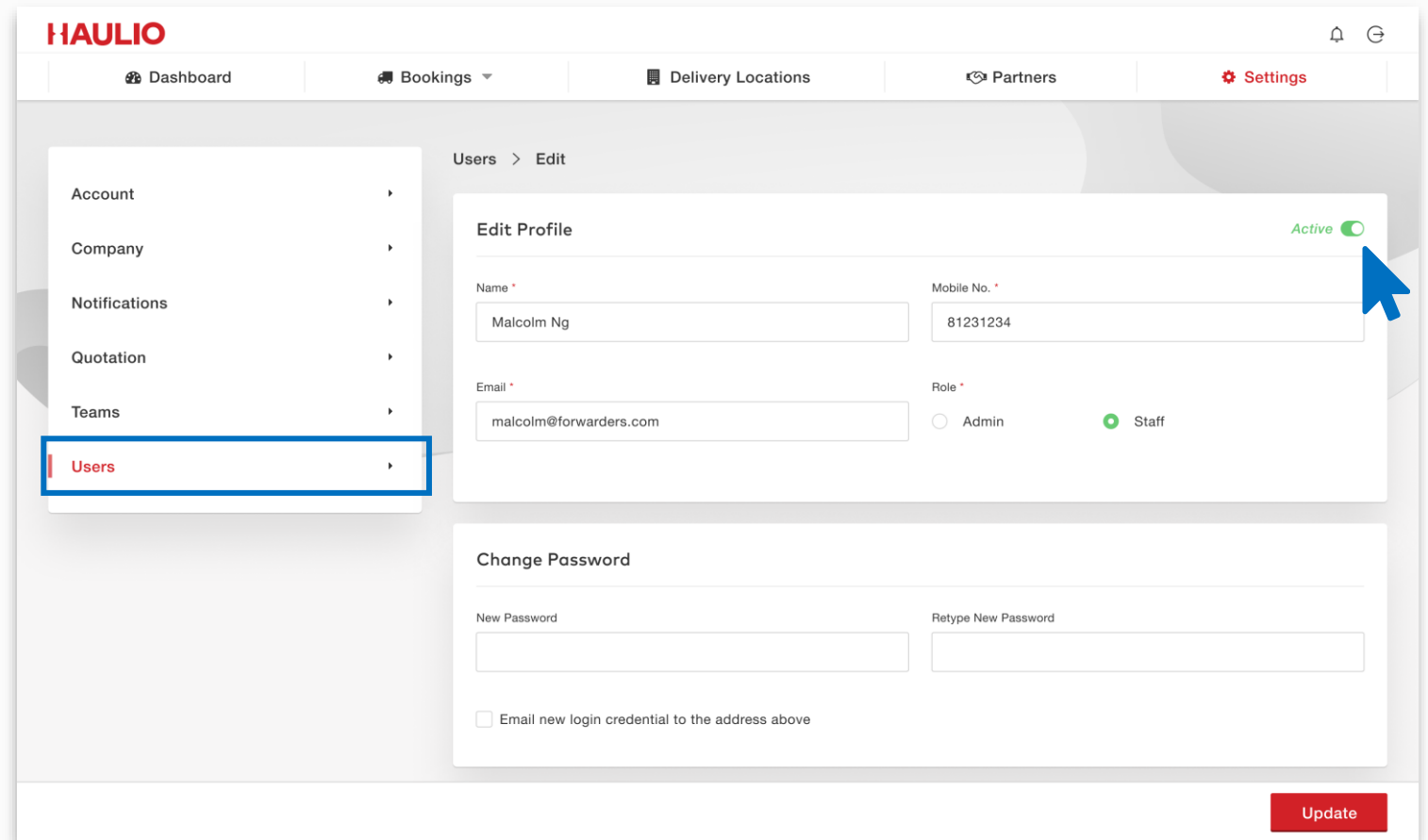
Name	Email	Mobile No.	Role	Status
Alphonse Lai	alphonse.lai@shippers.com	+65 92837283	Staff	Active
Malcolm Ng	malcolm.ng@shippers.com	+65 92837282	Admin	Active
Sally Khoo	sally.khoo@shippers.com	+65 92837281	Staff	Deactivated

Showing 10 per page. 1

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5. SETTINGS Deactivate User

Slide the "Active" toggle to the left which will turn into grey, and click update to deactivate the existing user.



The screenshot displays the HAULIO web application interface. The top navigation bar includes the HAULIO logo and links to Dashboard, Bookings, Delivery Locations, Partners, and Settings. A left sidebar menu lists Account, Company, Notifications, Quotation, Teams, and Users (highlighted with a red bar). The main content area is titled 'Users > Edit' and contains two sections: 'Edit Profile' and 'Change Password'. In the 'Edit Profile' section, the 'Active' toggle is currently turned on (green). A blue arrow points to this toggle, indicating it should be switched to the left (grey) to deactivate the user. The form also includes fields for Name (Malcolm Ng), Mobile No. (81231234), Email (malcolm@forwarders.com), and Role (Admin/Staff). The 'Change Password' section has fields for New Password and Retype New Password, along with a checkbox for 'Email new login credential to the address above'. A red 'Update' button is located at the bottom right of the form.

Help & Support

Need an Onboarding Session?

We're here to help. If you'd like us to drop by and guide you on how to use the portal:

Email: hello@haulio.io

Contact No.: +65 8508 2327

Enquiries on a particular job?

Kindly contact the operation job's Haulio PIC!

Regarding operational matters, please drop email to Haulio support email: support.sg@haulio.io

Enquiries on billing?

Regarding invoice matters, please drop email to Haulio account email: accounts@haulio.io

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