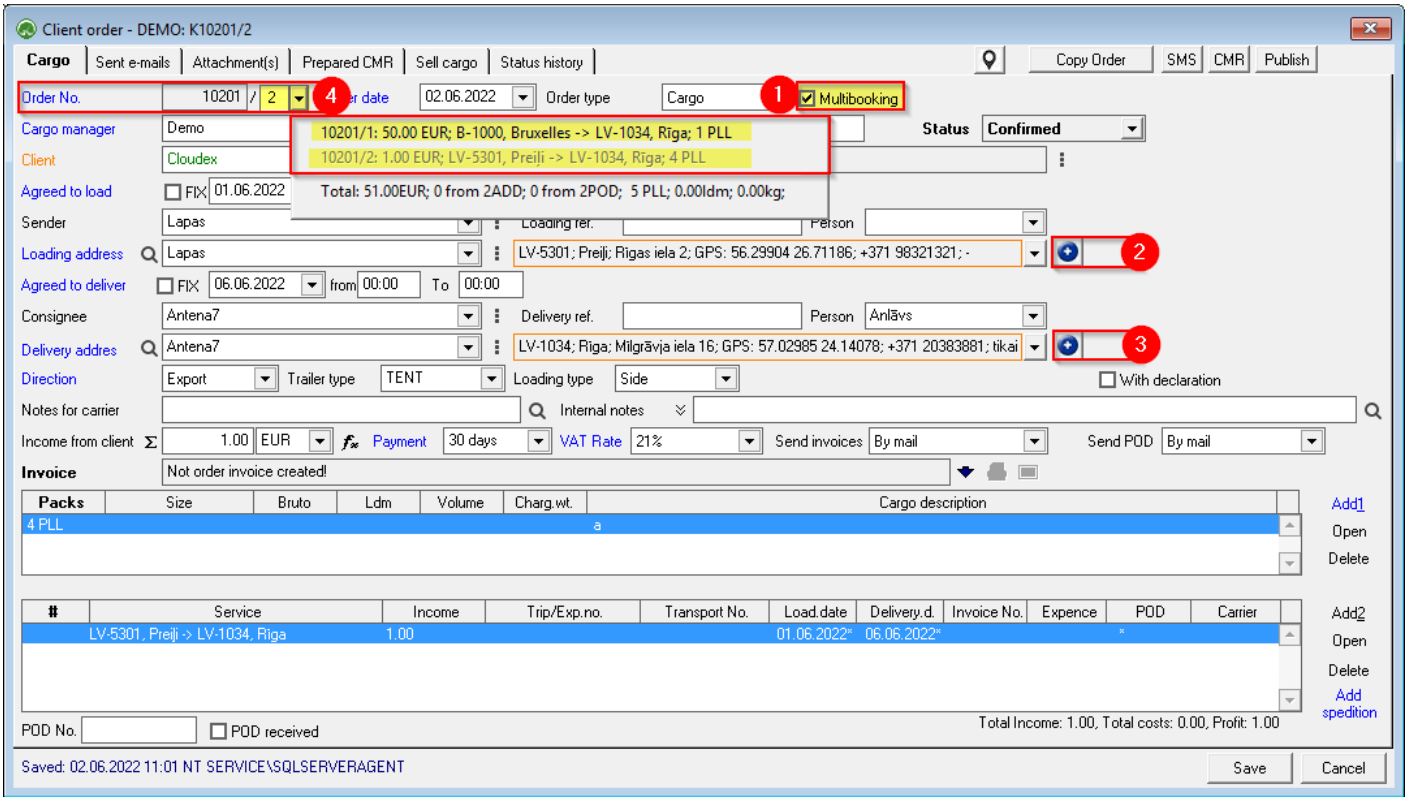
Multiple loading or delivery addresses - Multibooking

> **Multibooking** is used when there are several loading or delivery addresses in one client order.

1. Check Multibooking ☑ ;
2. Click ⊕ to add additional **loading addresses** ;
3. Click ⊕ to add additional **unloading addresses** ;
4. The order number is assigned a sub-number. You can switch between multibooking orders by pressing ▾.



> The following **must be done for each Multibooking cargo** separately:
> 1. **Description of the Cargo**
> 2. Added to existing or new **Trip/Spedition**
> 3. If Multibooking order is fulfilled by **several carriers**, the **income** from the customer must

be **specified** for each shipment.
4. Once the Multibooking order has been entered, **every part of it must be added to the Trip / Expedition** that will deliver it!



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