



Internet Booking Service of “Sea Cargo Appointment Website”

“Sea Cargo Appointment Website” is an electronic platform providing internet booking services to consignees or their representatives for making appointments for Customs attendance (“appointment”) at cargo examination of detained sea cargoes.

Any local importers, consignees, shipping agents, cargo forwarders/transportation companies or authorized persons with their sea cargo consignments detained and a Detention Notice served by C&ED, are eligible to use the concerned internet booking service. Regarding consolidated cargo container, only the master of the consolidated consignment is required to make the appointment with C&ED.

No charge will be incurred by the Government when using the concerned service.

Functions

- To make a new appointment booking
- To Change, Cancel or Enquiry of confirmed appointment booking
- To print particulars of confirmed appointment booking

Operating Hours

- **Internet booking service:**
 - Mon to Sun: 24 hours x 7 days
- **If appointment is made by telephone to Cargo Appointment Office:**
 - Mon to Fri: 0845 hours to 1730 hours

Choosing Cargo Examination’s Timeslot/Date When Making Appointment

- **Timeslot of Examination:**
 - Mon to Sat: Two timeslots at morning and afternoon session*
 - Sun and Public Holiday: OFF

➤ **Date of Examination:**

- Any date (Mon-Sat) from the next working day to 7 days from the date when the appointment is made

Procedures for using services of “Sea Cargo Appointment Website”

■ **To Make a New Appointment**

1. Go to the Appointment Website: <https://seacargoappt.eman.gov.hk/>
2. Enter Detention Notice Serial no. and Container No. (If there is more than one container being detained under Detention Notice, you just need to enter any one of the container numbers you intend to arrange cargo examination, without entering spaces or symbols).
3. Input information for making a New Appointment:

Item	Field Name
1	Location For Examination
2	Appointment Date & Time
3	Coolie Deployment
4	Attendance Of Surveyor
5	Name Of Person Making The Appointment
6	Status Of Person Making The Appointment
7	Local Contact Tel. No.
8	Description Of Detained Shipment
9	Storage Location
10	Quantity And Unit
11	Bill Of Lading Number
12	Seal Number
13	Container Size

**The service hours are operated in line with the withdrawal schedule of container of Kwai Tsing Container Terminals and River Trade Terminal. For enquiry, please contact Cargo Appointment Office.*



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4. After submitting information, a Unique Appointment Reference Number will be generated for each confirmed online appointment booking. Applicant can further view, change or cancel the confirmed appointment if necessary.

■ To View, Change or Cancel a Confirmed Appointment

- Enter Detention Notice Serial no. and Container no.
- Change or Cancel a confirmed appointment booking ONLY if the appointment booking is still active. If the appointment booking is expired, its content can only be viewed and no amendment or cancellation could be made online.
- For any expired appointment booking, please contact Cargo Appointment Office via telephone for further arrangement (Telephone numbers as listed below)

For Enquiry

Responsible Office	Cargo Terminal	Contact
Cargo Appointment Office Ports & Maritime Command Customs & Excise Department	Kwai Tsing Container Terminals	3152 0144 / 3152 0155
	River Trade Terminals	3152 0369 / 3152 0392