

**PIL e-Service
Online Customer
Registration**

May 2020

Version 1.0

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Document Information

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1. Overview

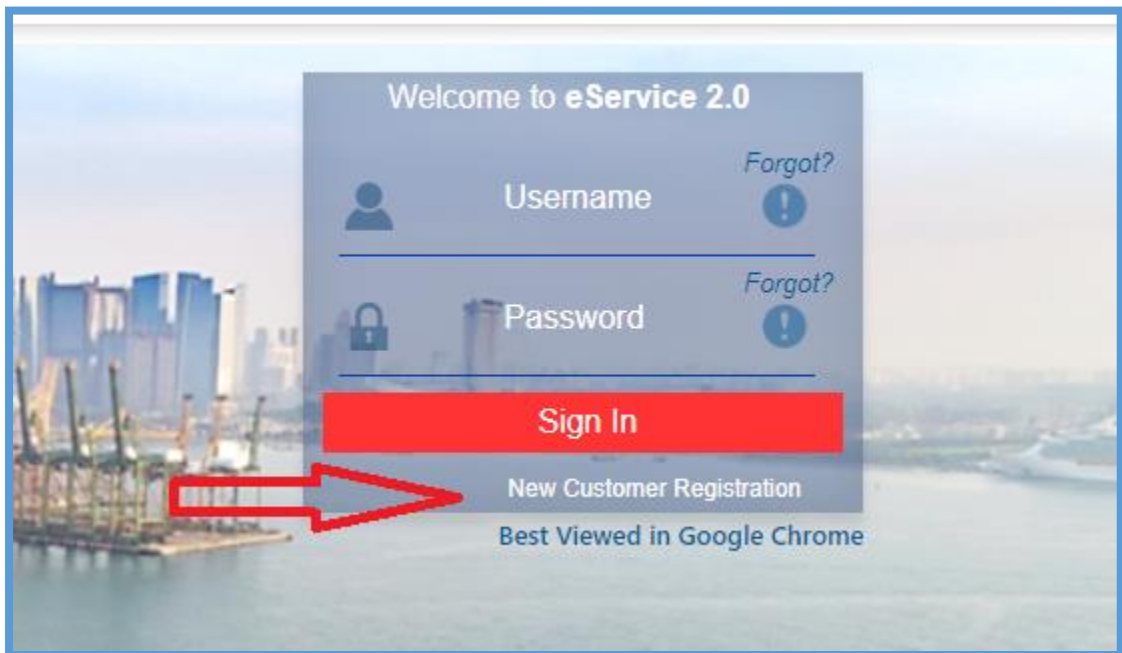
E-Service provides the essential functionality that customer can proceed with online self-registration

1.2. User Manual

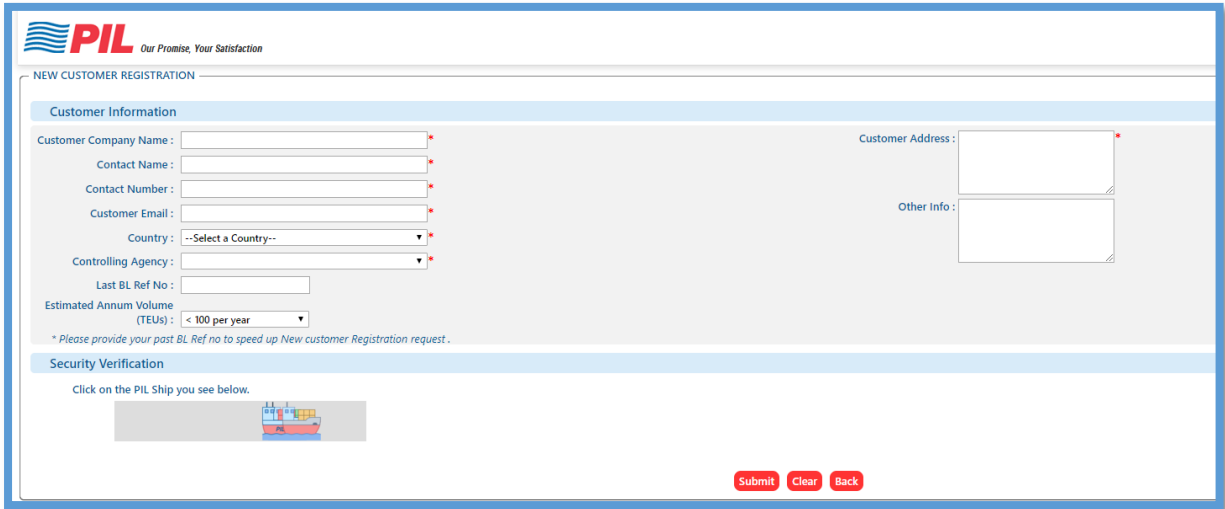
This is to provide guidance for our value customers to access Online New Customer Registration from PIL E-Service.

1.3. Customer Access

To access into E-Service, follow <https://esvc.pilship.com/> select 'New Customer Registration'

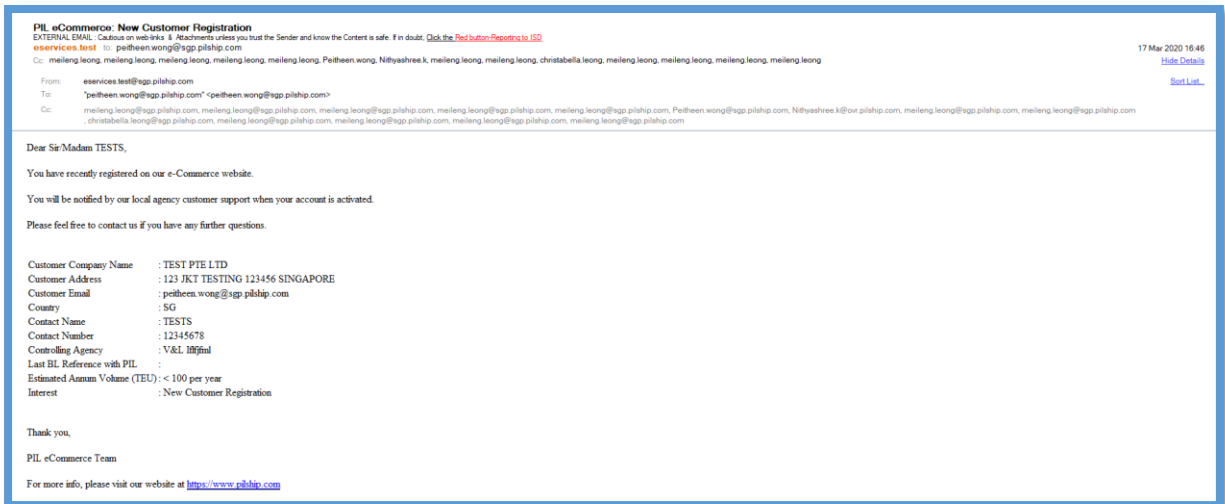


2.2 Featured Icon




Note:

A validation check is in place when customer uses the SAME email address upon registration. Hence, multiple submissions under the same email address are not allowed. There will be pop up message to inform customer that if there is any request that still pending agency process. Customer & selected local agency will receive email notification once successfully submitted the registration.



2.3 Parameter Description

This is the Parameters Description which explains the detail of each field.

SEQ.	PARAMETER NAME	DESCRIPTIONS
1	Customer Company Name *	Full Company Name
2	Contact Name *	Full Customer Name
3	Contact Number *	Valid Contact Telephone Number
4	Customer Email *	Valid Customer Email Address
5	Country *	Click on drop down menu to select Country located
6	Controlling Agency *	Click on drop down menu to Select Controlling Agency
7	Last BL Ref No	If PIL Last BL Ref No indicated, it will be Speed up Registration Process
8	Estimated Annum Volumn	Click on drop down menu display with 3 selections, ie. < 100 per year > 100 per year > 200 per year
9	Customer Address *	Company Full Address
10	Others Info	Specify request(s) if any (in text form)

Is MANDATORY for Customer to fill in all the field with *

Customer may click on PIL Ship for Security Verification and click

