

Placing Bookings with mySTC

Welcome to the user guide for placing your Bookings using mySTC.

Watch a video tutorial [HERE](#)

mySTC

1. SELECT YOUR QUOTE

Simply log into mySTC and navigate to your **Quote Overview page**. Begin by selecting the quote which you would like to book. To help to find your quotation, you can use our search bar or select from any of the available filters.

2. CREATE THE BOOKING

After choosing your quotation, press **Create Booking** to get started.

3. SHIPMENT DETAILS

The first step is providing us with the details of your shipment. Begin by providing us with your Shipper Reference, when you would like your booking to take place, and how much volume you would like to move. There are plenty of available options to make your booking options as flexible as you need.

4. UPLOAD DOCUMENTS

If your booking has any accompanying documents, you can upload these here too.

5. CONTAINER SPECIFICS

On our next page, you can share with us more specific information for your shipment. If you have specific load dates and times, these can be add here, along with any additional references which you might have.

6. SELECT LOCATIONS FROM THE ADDRESS BOOK

If your booking is to, or from a 'door' location, you can share with us the load and delivery addresses. If you have already saved these to your address books, this will be a single click. Any new addresses can save back to your address book for next time.

7. INCLUSION & EXCLUSIONS

To provide you with added transparency, you can now review the specific inclusions and exclusions for this booking. If you have any additional requests or notes, you can add them here.

8. REVIEW AND SUBMIT

Finally, before submitting your booking, you can review all of the details. If you need to make any changes, you can do so at this stage by clicking **Edit** next to any of the fields.

9. BOOK AGAIN

If you need to place any additional bookings for this quote, then simply click 'Book Again', where you will be taken back to the start of the booking process, but with all of your previously added detail in place.

Thank you for Booking with Stolt Tank Containers.

This guide should help you navigate the process smoothly.