



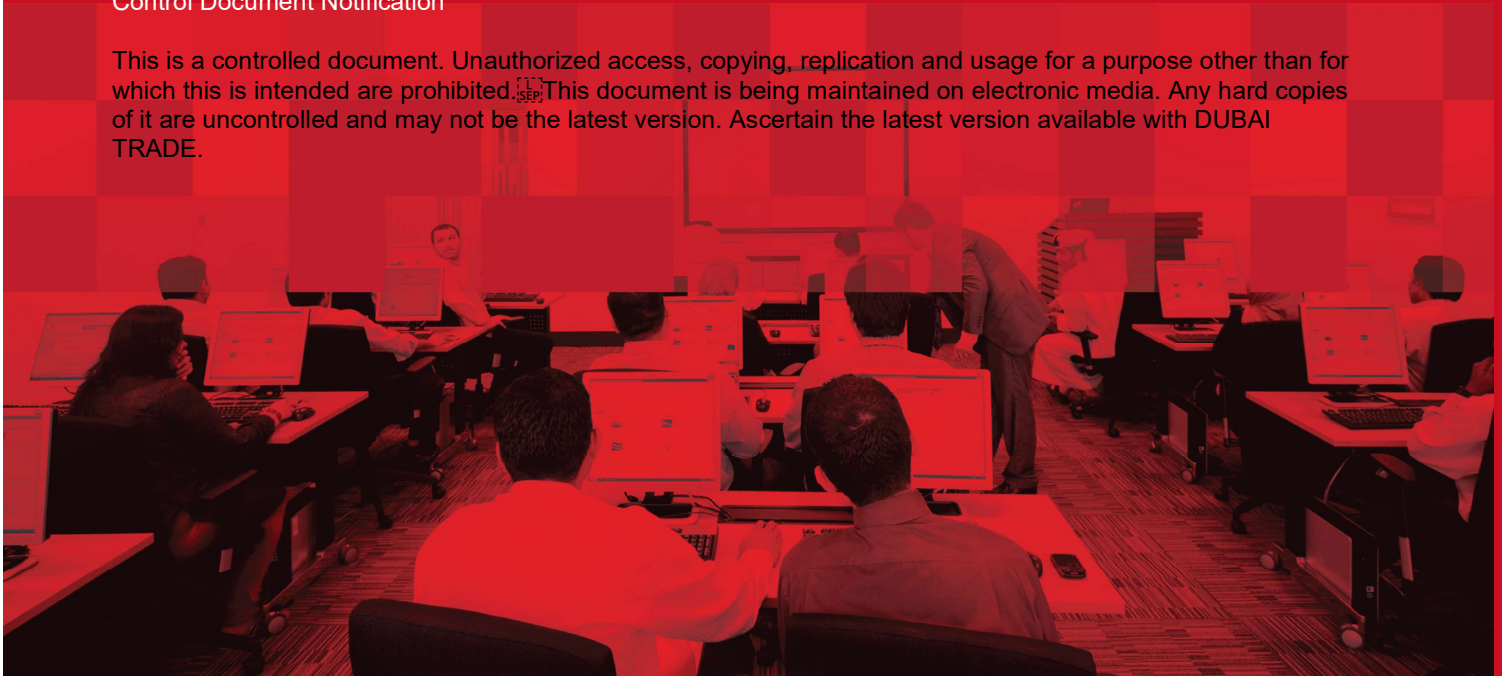
DP World Truck Registration - Request User's Manual

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Truck Registration - Request

DOCUMENT DETAILS

Document Information

Document Name	Truck Registration
Project Name	Truck Registration
Business Unit	DP World
Author(s)	DT Training Dept.
Last Updated Date	04 th Mar, 2021
Current Version	2.0

Revision History

Version	Date	Author	Designation	Description of change

Approval History

Version	Date	Name	Designation	Comments

Distribution

Version	Location

Truck Registration - Request

This service enables Haulers (Transporters) to register their owned Trucks with DP World.

Navigation:

1. Login to **Dubai Trade**
2. Go to **Request**
3. Then Go to **Truck Registration**

The below screen will be displayed

Request Truck Registration

* Registration Place Please select	* Plate Category Private	Plate Code Select Plate Code	*Plate Number Enter Plate Number
* Truck No Enter Input Text	Manufacturer Name Enter Input Text	Model No Enter Input Text	Manufactured Year YYYY
* Registration Expiry Date	*Insurance Expiry Date		

Document Details

*Allowed file types : jpeg, jpg, png, pdf, gif.

Seq. No

Document Type

Document Name

Action

Add New

Submit

Procedure:

1. Enter the **Truck Registration Details**

Request Truck Registration

* Registration Place Please select	* Plate Category Private	Plate Code Select Plate Code	*Plate Number Enter Plate Number
* Truck No Enter Input Text	Manufacturer Name Enter Input Text	Model No Enter Input Text	Manufactured Year YYYY
* Registration Expiry Date	*Insurance Expiry Date		

Document Details

*Allowed file types : jpeg, jpg, png, pdf, gif.

Seq. No

Document Type

Document Name

Action

Add New

Submit

2. Click **Add New** to Upload the Vehicle Registration Certificate

Truck Registration - Request

Request Truck Registration

* Registration Place

Please select

* Truck No

Enter Input Text

* Registration Expiry Date

* Plate Category

Private

Manufacturer Name

Enter Input Text

* Insurance Expiry Date

Plate Code

Select Plate Code

Model No

Enter Input Text

*Plate Number

Enter Plate Number

Manufactured Year

YYYY

Document Details

*Allowed file types : jpeg, jpg, png, pdf, gif.

Add New

Seq. No	Document Type	Document Name	Action
1	Vehicle Registration Certificate	<div>Choose File</div> No file chosen	<div>view</div> <div>Delete</div>

Submit

3. Click Submit

Request Truck Registration

* Registration Place

Dubai

* Truck No

A99922

* Registration Expiry Date

31-Mar-22

* Plate Category

Private

Manufacturer Name

Enter Input Text

* Insurance Expiry Date

30-Apr-22

Plate Code

A

Model No

Enter Input Text

*Plate Number

99922

Manufactured Year

YYYY

Document Details

*Allowed file types : jpeg, jpg, png, pdf, gif.

Add New

Seq. No	Document Type	Document Name	Action
1	Vehicle Registration Certificate	<div>Choose File</div> 1.JPG	<div>view</div> <div>Delete</div>

Submit

The below screen will be displayed

Truck Registration Submitted Successfully

موافق دبی العالمية
DP WORLD

Truck Number : A99922

Registration Ref. : TRK-REF-129

Truck Registration - Request

Notify: To send email notification(s) of the request

Truck Registration

To

Enter Input Text

cc

Enter Input Text

(Please separate multiple email addresses with comma without space)

Send

Cancel

Print: To view and print the details of the request

موانئ دبي العالمية

DP WORLD

Truck Registration						
Truck No	Registration Place	Plate Code	Plate Category	Registration Expiry Date	Insurance Expiry Date	Request Number
A99922	DXB	A	PRIVATE	31-MAR-22 23:59	30-APR-22 23:59	TRK-REF-129

NOTE: The request will be forwarded to DP World for verification and once approved the truck can be used.

NOTE: All trucks entering the Port must have RFID Tag.

Truck Registration - Request