## **Optional Services**

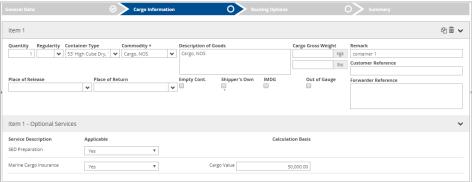
## **Business Purpose**

Use this job aid to:

Add Optional Charges to a quote

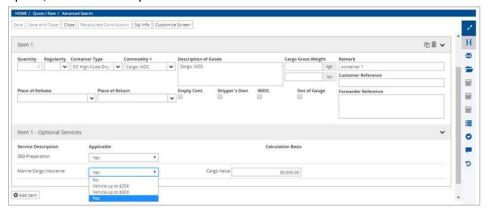
## 1. Add Optional Charges

a. Optional Charges are located on Cargo Information tab. The charge defaults to yes/no. You may change them, if necessary.



NOTE: Cargo Value defaults to 50,000 for insurance. If provided by the customer, you will need to change the cargo value.

b. For Marine Cargo Insurance, if the cargo is a car, select either "Vehicle up to \$25k or Vehicle up to \$50k" in the drop-down menu.



d. Select Next to complete the Routing Options tab.

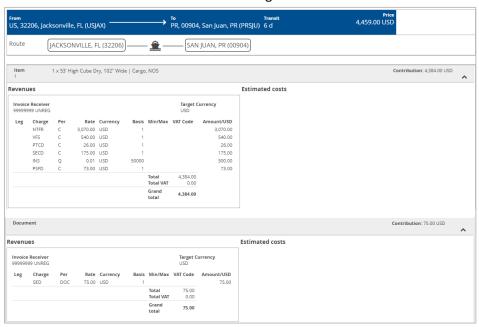


c.

e. Select Next to move to the Summary tab.



f. Select the Contribution link to view the charges.



g. The total price will appear in the routing blue bar, and the per container and document charges will appear separately.

