

**MAXTEND Logistics Procedure out of
Long Beach & Oakland**

Task	Responsibility	Contact Details
1. Shipping Lines receives booking for CA or RA and advise Yusen, booking number, commodity, shipper, vessel name, cut off, ETD, ETA, origin port, destination, trucker's name . Release containers (less than 3 years old) or leak test passed containers to the shipper. Genset belly-mount preferred.	Shipping Lines Booking Dept or Customer Service	Yusen / Logistics Team Tomo Itagaki Lynwah Stevens Tel : 310-782-0095 e-mail : maxtend@us.yusen-logistics.com
2. Shipper or the Shipper's Trucker contact Yusen at least one day before to advise ETA of container at service contractor's site to make a service appointment.	Trucker or Shipper	Yusen / Logistics Team Tomo Itagaki Lynwah Stevens Phone : 310-782-0095 e-mail : maxtend@us.yusen-logistics.com
3. Yusen advise service contractor booking details and time of arrival of the container.	Yusen	Yusen / Logistics Team Tomo Itagaki Lynwah Stevens Service Contractors: Oakland : Three Harbors 4831 Tidewater Ave Oakland, CA 94601 Long Beach : Three Rivers 2300 W. Willow St. Long Beach, CA
4. Service Contractors carries out installation of MAXtend system . Complete checklist and e-mail to Yusen.	Yusen's Contractor	Yusen's Contractor
5. Yusen e-mail check list to Shipping Lines to advise completion of MAXtend installation.	Yusen	Yusen / Logistics Team Tomo Itagaki Lynwah Stevens
6. Shipping Lines inform to destination terminal to remove and hold the controller after the consignee unloaded and delivered back to the terminal.	Shipping Lines	Shipping Lines
7. Yusen update the Maxtend web tracking system which will advise details of trip. Destination agent will contact the Shipping Lines terminal to pick up controllers.	Yusen	Yusen
8. Maxtend agent at destination collect controllers and forward to MAXtend (Avcatech Australia)	Yusen Agent	Yusen