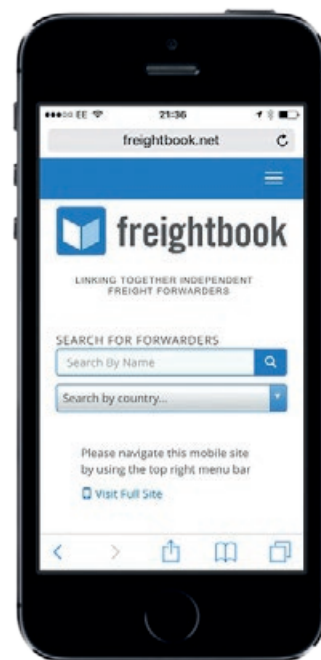




Freightbook provides an alternative solution for forwarders to find overseas agents ... and to be found.



USER GUIDE

Please distribute this user guide around your office.

If you have any questions, please email us on headoffice@freightbook.net.

KEEP YOUR PROFILE UP-TO-DATE

One of the important features of Freightbook is that we only aim to hold current details of our advertisers in our database. Many online directories hold inaccurate contact details and this wastes valuable time when trying to contact companies. We contact all our advertisers every 3 months reminding them to check and update their company profile. To make changes, login to Freightbook and click Amend Profile - any changes are made immediately.

RATINGS & REVIEWS

Freightbook has introduced a fabulous new feature inspired by the fact that ratings are now an essential element to any online directory. How to post a review:

1. Login to Freightbook
2. Go to the relevant advertiser's full profile
3. At the foot of the profile, click the stars to score the company
4. You may also write a review (up to 50 words)
5. Click Post Review

The review will appear live within 24 hours once approved by the Freightbook Team (to avoid spam). Freightbook's unique profile pages and rating system provide a good insight into each registered company which raises confidence and increases business.

MONTHLY FB INDEX

We want to provide you with as much promotion as possible which is why on the 1st day of every month; all registered companies receive a link to the FB Index, which contains the details of each Freightbook advertiser in alphabetical order by country. Companies are joining Freightbook on a regular basis as our reputation is growing fast through our industry. The FB Index is a very useful resource to refer to when looking for agents ... and fantastic regular promotion for you.

ONLINE NEWS SERVICE

Upon request, we prepare an article which is then published in our online News Feed. Each article appears automatically on our Smartphone Service and is also featured in our Digital Newsletter. News articles are linked to the relevant profiles providing extra promotion and a helpful insight to each company which raises confidence and increases business. Contact sam@freightbook.net.

SMARTPHONE SERVICE

We want Freightbook users to have a good experience with our website, whether on a large PC screen or on their mobile devices so we provide a useful Smartphone Service where forwarders and suppliers to the freight industry can be found quickly on mobile devices, now available at m.freightbook.net.

DIRECTING NEW CUSTOMERS TO YOU

All leads (originating from your country) received from our 'Quote Request' facility are firstly approved by Freightbook staff (to avoid spam) and then forwarded directly to your email.

LOST PASSWORD?

To recover your password, please email us on headoffice@freightbook.net.

TO BE CLEAR...

Freightbook is an online business directory dedicated to the transportation industry. There are no rules, registered users are not governed and Freightbook offers no financial protection or arbitration. There are many freight networks already established but some forwarders dislike the ties that are enforced by membership.

WHEN IT'S TIME TO RENEW

Freightbook will send you a notification to renew 4 weeks before expiry of membership. The notification will be sent via email with a link to our secure payment gateway where you can renew for 2 years (£50) or 4 years (£100). Of course, there are no obligations to renew but we will continue to work hard so that you will!



Your first-hand experiences benefit other forwarders.



freightbook

LINKING TOGETHER INDEPENDENT FREIGHT FORWARDERS

www.freightbook.net