



# **FMS/VIP Terminal Services**

# **Onboarding Overview**

### New user sign up

Registration involves 5 easy steps:

- 1. Register as a new Blume user supplying company information (BCO, carrier, etc.)
- 2. Once registered, select Terminal VIP Services subscription
- 3. Associate your account to a "Partner" Terminal (FMS) under terminal configuration
- 4. Add a credit card under the Admin/Manage Cards menu
- 5. Create a new Service Request (you'll need container ID, BOL, line, etc.)

# Sign up for users who are NEW TO BLUME

New users can sign up via at https://www.blumeglobal.com/signup/



## New user sign up (continued)



# New user sign up (continued)

#### After successful registration, look for email confirmation and follow the login link



Registration Success Email:

The registration URL would differ based on whether the user

Subject: VIP Terminal Services Subscription Successful

You have successfully subscribed to VIP Terminal Services. Log in to https://test-apps.blumesolutions.com/blume-home with your registered email Id to access the services.

Thank You, Terminal VIP Services Customer Support

This message (including any attachments) may contain confidential, proprietary and privileged information intended for the specific individual or entity addressed, and is protected by law. If you are not the intended recipient you must not disseminate, forward, print or copy it in any form or take any action or reliance on it. If you have any questions please notify Blume Global Client Services at support@blumeglobal.com or call +1 510-844-3000. Please do not respond to this email.

### New user sign up - Select Terminal Partner

Under Terminal Configuration menu, select FMS Fenix and press "Create Partners"

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### New user sign up - Manage Payments

#### Under Administration menu, add credit card

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### **Create VIP Services Request**

#### Under Terminal VIP home page, click "Create Request"

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•	Create Request				
•	Container ID *	BOL # *		Service Type	
	Enter Container ID (Eg: TEST1234567)	Enter BOL		Select One	*
	Office *	Origin	•	Destination Enter Location Name to Search	+
	Ocean Carrier *	Vessel Name *		Voyage Number *	
	· · · · · · · · · · · · · · · · · · ·	Select Vessel Name	-	Select Voyage Number	Ψ
	Motor Carrier				
	Create Request Cancel				

## Existing user sign up

Registration involves 4 easy steps:

- 1. Click Manage subscriptions under Admin menu
- 2. Accept Terms of Use
- 3. Create a "Partnership" with FMS Terminal under the terminal configuration menu
- 4. Create a new Service Request (you'll need container ID, BOL, line, etc.)

# Sign Up for existing Blume users

- Click Admin menu
- 2. Click Manage Subscription
- 3. Select Terminal VIP Services





# Sign up for existing Blume users (continued)

- 1. Accept Terms & Conditions
- 2. Log out & back in to seeTerminal VIPServiceSubscription

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# Partnership

Once the user has been subscribed, they will need to create a partnership:

- 1. Terminal Summary Page
- 2. Select Fenix
- 3. Click "Create Partners"
- 4. Click Confirm

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### **Create VIP Services request**

#### On the Terminal VIP home page, click "Create Request"

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•	Create Request				
•	Container ID *	BOL # *		Service Type	
	Enter Container ID (Eg: TEST1234567)	Enter BOL		Select One	•
	Office *	Origin		Destination	
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	Ocean Carrier *	Vessel Name *		Voyage Number *	
	· · · · · · · · · · · · · · · · · · ·	Select Vessel Name	-	Select Voyage Number	<b>~</b>
	Motor Carrier				
	Create Request Cancel				