

How to Register Smartship

- Go to <http://www.qxpress.net/>
- Select the “Register” on the top left corner.

Account Information:

- 1. Key in the Login ID
- 2. Select SG +65 for your Cellphone and input the number in
- 3. Key in the Password
- 4. Tick the Agree to the user agreement

Basic Company Information:

- 1. Update your company information
- 2. In case any customer didn't register their own company, they are allow to key in their full NRIC number
- 3. Customer may skip to upload their business registration file

Contacts Information:

- 1. Key in the Person In Charge of Finance and Logistics Operations
- 3. If the person In Charge is the same person, you can tick the small box
- 2. The address in the Person In Charge of Logistics Operations will appear as your pickup default address and the information will appear in the Waybill shipper column

Select Qxpress Service:

- 1. Select Global Smart Shipping follow by select **Singapore** follow by **Qxpress SG DPC**
- 2. Select ADD
- 3. Update Name, Mobile, Email in Contact Information of Logistics Operations **(If needed)**

View Shipping Rate:

- 1. Shipping rates can be viewed by selecting “Download”
- 2. If there is any changes of the rate, Qxpress will update in the “Rate Table”