

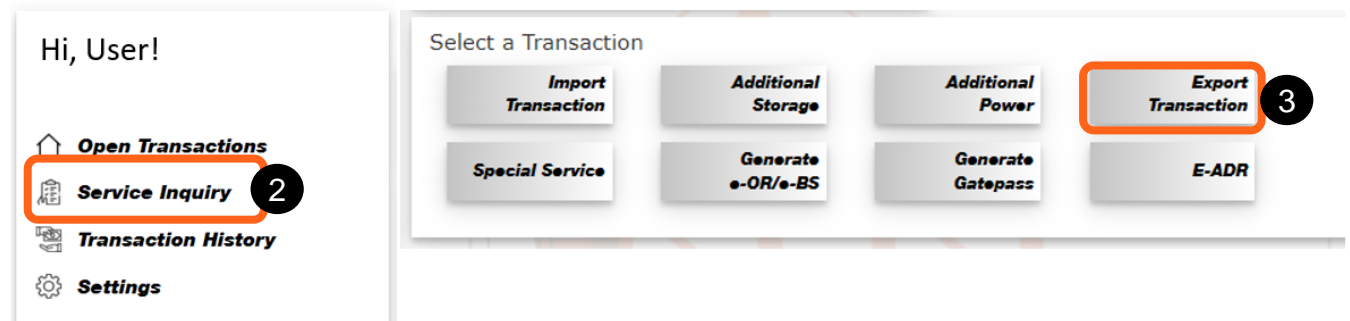


Online Payment System

Payment User Guide - Export Transaction

Payment User Guide – Export Transaction

1. Go to the Online Payment System website and enter your login credentials (<https://ops.ictsi.com>)
2. From the landing page, go the **Service Inquiry** menu
3. Select “**Export Transaction**” from the available options



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4. On the **Export Inquiry** window, enter the following parameter/s then click **Search**:

- Booking Number

System will display the customer and container details that corresponds to the above input parameters.

5. Select **container/s** to process from the list displayed.

Export Inquiry

Booking Number

CLEAR

SEARCH

4

SERVICES INQUIRY > EXPORT

Customer Details

Name	GOTHONG SOUTHERN SUPPLY CHAIN
TIN	431-697-862-001
Address	2F PORT CENTRE VITAS INDUSTRIAL ESTATE PIER 18 BRGY 105 ZONE
Business Style	GOTHONG SOUTHERN SUPPLY CHAIN
Other Info	<input type="text"/>

<input checked="" type="checkbox"/>	Container Number	Size	DG	OOG	Holds
<input checked="" type="checkbox"/>	WFHU1341145	20			ARRASTRE HOLD,MNHF

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- Click on “**View Charges**” button to proceed with the summary of charges for the selected container/s.
- Page will display a Summary of Charges page for the selected container/s. Click “**Proceed to Checkout**” to proceed with payment or “**Save and Exit**” to save the transaction.

SERVICES INQUIRY > EXPORT > VIEW CHARGES

Customer Details		Other Details	
Name	GOTHONG SOUTHERN SUPPLY CHAIN	Booking Number	BLMNL301226
TIN	431-697-862-001	Visit No	GSSEXP1EXP221
Address	2F PORT CENTRE VITAS INDUSTRIAL ESTATE PIER 18 BRGY 105 ZONE	Shipping Line	GSS
Business Style	GOTHONG SOUTHERN SUPPLY CHAIN		
Other Info			

Container Number	Size	Arrastre Amount	HCCA Amount	Storage Amount	Reefer Amount	Weighing Amount	Other Charge Amount	Total Amount
WFHU1341145	20	1,332.50	0.00	0.00	0.00	71.43	1,417.00	2,820.93

TOTAL CHARGES(VAT-INC) 3,159.44

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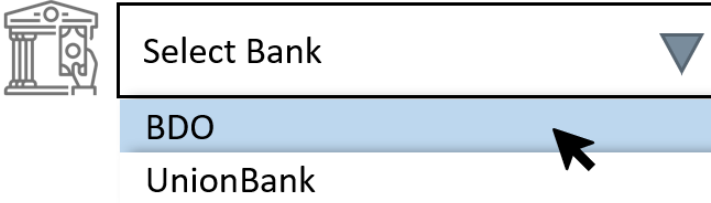
8. On the **Pay Charges** page, tick preferred mode of payment:

- **Online Banking** - Select your partner bank in the drop-down list. Once selected, page will be automatically be redirected to the bank's portal. Please make sure you have requested the linking of OPS account to your online bank account with your bank partner.
- **Advance Deposit Receipt** - Enter the required ADR details in the fields provided. Click on search icon to validate the remaining balance of your deposit. You may add another ADR if current balance is insufficient to cover the amount due.

Please refer to [Modes of Payment Guide](#) for more details.


MODE OF PAYMENT	
<input checked="" type="checkbox"/>	ONLINE BANKING
<input type="checkbox"/>	ADVANCE DEPOSIT RECEIPT

ONLINE BANKING



The image shows a dropdown menu for selecting a bank. To the left of the dropdown is an icon of a classical building with columns. The dropdown menu is open, showing the text "Select Bank" at the top with a downward arrow. Below it, two options are listed: "BDO" and "UnionBank". A mouse cursor is pointing at the "BDO" option.

ADVANCE DEPOSIT RECEIPT

EAR Number: 

Balance Amount:

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9. Review summary of charges, then click **“Proceed to Payment”** button. To proceed, click **“Confirm”**
10. After the transaction, page will display status of the payment. The electronic receipt (e-OR) will be available for download after successful system validation of the payment transaction.

Payment Successful!



Your transaction is now complete.
Official Receipt is now available for download!

Create a new transaction

Download e-OR

