At Maersk Line, we are dedicated to providing you with intelligent transportation solutions that propel your ambitions each and every day. We want to be your carrier of choice by offering a host of solutions that simplifies your shipping experience. One such tool that we offer is MyFinance.

MyFinance is our free web-based ecommerce tool that makes it easier for you to manage your Maersk Line account online. MyFinance eliminates manual processes that are usually required when viewing invoices, checking the account balance or raising a dispute. MyFinance provides real time information, hence everything you need to manage your account is available online and accessible around the clock.

WHAT ARE THE FUNCTIONALITIES AND BENEFITS OF MYFINANCE?

- **View your invoice**
  View all your invoices with a few clicks, eliminating the need to manually request for an invoice.

- **Raise your dispute**
  By raising your disputes in the MyFinance platform, your dispute will be logged in our system immediately.

- **Check your balance**
  MyFinance eliminates confusion about account balance by providing more visibility to your statements, which improves accounting processes and cash management.

MyFinance is available 24/7 and offers easy management of financial transactions, saving you time and costs. To see how simple it is to manage your Maersk Line account, register on www.my.maerskline.com today!
It’s easy to register

To access MyFinance, users need to register on my.maerskline.com

**Step 1**: From the homepage of my.maerskline.com, click **Register**

**Step 2**: Fill in your details in the form provided, accept the terms and click **OK**

**Step 3**: You will now receive an email confirming your registration.
MyFinance Functionalities

Account Profile

What are the functionalities and benefits of MyFinance?

Choose your language from a drop down menu and click on

Multiple Accounts
MyFinance allows you to manage multiple accounts in a single platform.

You can select the customer code and if you have only the Bill of Lading No. or Invoice No., you can search on which customer code this invoice belongs to.
Search documents

With your MyFinance account, you can search for one or multiple documents.

Simply provide one of the following: Invoice No., Bill of Lading No., or Customer Ref. No. Then check the tick box of the document you are searching for.

In the example below, the user provided the Invoice No.
Across the Invoice No. field, click **Add New**

Copy or paste your Invoice No. Click **OK**

After clicking on **Search** a list of documents relevant to your search parameters will appear.
Open Invoices

With your MyFinance account, you can view all open invoices. You can print your invoices or create a dispute case.

You can select and de-select invoices by clicking Select All or Deselect All.

You can raise a mass dispute on selected invoices by clicking Mass Dispute.

Enter all the necessary information and upload a document as necessary (not mandatory) and click SEND. This will ensure your dispute is immediately sent to the dispute team for further processing.

You can raise a single dispute by clicking on the bubble icon.

You can also export the list of invoices to Microsoft Excel by clicking Export to Excel.

By clicking on Find Invoices, you can perform a search of open invoices by providing one of the following: Bill of Lading No., Invoice Date, Invoice Amount or Open Amount.
Paid Invoices

With your MyFinance account, you can view paid invoices. You can select and download invoices, export the list of invoices to Microsoft Excel and create a dispute case.

By clicking on **Extend Search**, you can perform an advanced search of paid invoices according to your required criteria. You can further narrow your search by providing specific information such as the Bill of Lading No., Invoice Amount or Paid Amount.
eStatements

With your MyFinance account, you can view or download your statement of account.

You can print your statements in PDF or export to Microsoft Excel by clicking Print or Excel.

You can add notes for your future reference.
Dispute Cases

By raising your disputes in the MyFinance platform, you can rest assured that you will get your dispute logged on immediately.

You can view your dispute cases by selecting the status and period of the dispute.

By clicking on Extend Search, you can perform an advanced search of dispute cases according to your required criteria. You can also search for a dispute case by providing the Case ID, Invoice No., or Bill of Lading No.
Your Promise. Delivered.