

ACD Sudan System Registration

User Manual October 2024

Headquarters: Based presidency SPC - Port Sudan

Email Address: info@acdsudan.com

Website: https://acdsudan.com/



How To Register

STEP 1

Login Page



STEP 2

Click on Register

| Forgot password? Resend confirmation instructions | Password* | |
|---|------------------|--|
| EcoupErate Giztilik - Koşular Login Register | Forgot password? | Resend confirmation instructions |
| Login Register | | CLOUDFLARE <u>Gizillik</u> · Koşullar |
| Register | | Login |
| | | Register |

5 Steps

Fill in the required information and upload your business license

| 1 | | | | |
|---|--------------------|-----------------|--|--|
| | Welcome to | ACD Sudan! | | |
| | First name .* | Last name " | | |
| | Email .* | Password * | | |
| | | | | |
| | Address | | | |
| | | Diana t | | |
| | | Phone : | | |
| | Company | Website | | |
| | | | | |
| | License number | Vat | | |
| | Language | | | |
| | English | | | |
| | Addition | al Documents | | |
| | | | | |
| | Upload Busine | ss License Here | | |
| | | | | |
| | | | | |
| | Başanıl CLOUDFLARE | | | |

STEP 4

After all the information has been filled click on "Signup"

| Upload Business License Here | |
|--|--|
| CLOUDFLARE Galità - Korder Sign up | |
| | |

Please check your Inbox, Spam, or Junk folders in your email.

Once you approve your email you may log in.



💰 How To Make A Deposit

4 Steps

STEP 6

This is the dashboard after logging in

| _ | Account Balance | • | | |
|--|--|---|--|--|
| 5= | \$0.00 | Create New ACD Draft | Account Balance History | |
| B Send deposit request | | | | |
| E Total Entries | Submitted Entries | Approved Entries | C Rejected Entries | |
| 0 | 0 | 0 | 0 | |
| See all entries | See all submitted entries | See all approved entries | See all rejected entries | |
| Notes | | | | |
| Please note that for CTN Certification | of all submission, please allow: | | | |
| All Imports (Shipment from dbroken) All Exports (Shipment from CTN) | ad)— Minimum of 48 hours Country) — Minimum of 24 hours | after confirmation of funds in our acco | unt. | |

Click on Payments

| D | ashboard | ACD | Invoices | Payments | Account | Logout |
|--------------------|----------|-----|----------|----------|---------|--------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| unt Balance Histor | у | | | | | |
| | | | | | | |
| | | | | | | |
| Rejecte | ed as | | | | | |
| | | | | | | |

STEP 8

Payments Window

| <section-header> Depcind Depcendent Bury was the works travers to deport travers that the deport travers that the performania invokes. Private mode sure to that that the involution travers are sure to the sure to the travers to travers to the travers to the travers to the</section-header> | <section-header></section-header> | Deposit Requests They use will be able to conclus departed request. Each deposit request will pre you ap proforma invoices. You can denoted the proforma from the proforma invoices is where the data den your proforma as your profor |
|--|--|---|
| Deposit Requests The state stat | <section-header> Deposite Deposite anyon anyo</section-header> | Deposit Requests Harry on will be date to reache a dashedd regets the Adversation are sourced at a postforma invokes. Prosen rades use to include the reference involve to include the reference involv |
| Exercte Care Care Care Care Care Care Care Car | Defance & Pergene Environment 1 1 | Balance & Payment Guidelines 1: To muse there y processing, shippers should gian in schwere and moniton there accaut balance. 1: A bandwish many response to should gian in advance and moniton there accaut balance. 1: A bandwish many response to should gian in advance and moniton there accaut balance. 1: A bandwish many response to should gian in advance and moniton there accaut balance. 1: A bandwish many response to should gian in advance accaut balance. 1: A bandwish many response to should gian in advance accaut balance. 1: A bandwish many response to balance advance and moniton there account for these fees. Bank home: INDMITIS HIDE Bank Accaut: BankAcca Many of the acceut for the account for these fees. Bank Acceut: BankAcca Many of the acceut for the account for these fees. Bank Acceut: BankAcca Many of the acceut for the account for these fees. Bank Acceut: BankAcca Many of the acceut for the account for these fees. Bank Acceut: BankAcca Many of the acceut for the account for these fees. Bank Acceut: BankAcca Many of the acceut for the account for these fees. Bank Action State Sta |
| Bank Details Bank Nume: KMARATE NID Schward Nume: MARATE NID Schward Nume: MARATE NID Mark All Accontioned Schward Nume: Num: Nume: Nume: Nume: Nume: Num: Nume: Num: Num | Bank Details Bank Stemic MINITIS MB Bank Stemic MINITIS MB Bank Stemic MINITIS MB Account News (IRISDICA AND TRADE DAACC BANK ALL 4200000514575556902 Account Dio S114775556902 Bank Mark Minitis MB Second Dio Statistics Minitis Minitis Ministry Minis | Bank Details Bank Mark 100m: EMBATES NBD SWMT Code:: EMBATES SWMT Code:: EMBATES Bank:: Alta020000514575558002 Account Bits (BL4575558002 Currency: USD Present Index Swarth By (D, depast method, or status Swarth By (D, depast method, or status Swarth By (D, depast method, or status |
| Account Name: ITR. LOGISTICS AND TRADE DALCC III.Ark. ALI AU2020000514575558902 Account ID: 051457555802 Currency UD Prese Indicate user ID: CTRACOVIDS34 Search by ID, dyposit method, er status D Account ID: CTRACOVIDS34 Search by ID, dyposit method, er status D Account ID: CTRACOVIDS34 Search by ID, dyposit method, er status D Account ID: CTRACOVIDS34 Search by ID, dyposit method, er status D Account ID: CTRACOVIDS34 Search by ID, dyposit method, er status ID: Creation Date: Update Date: Extension ID: Creation Date: Update Date: Extension ID: Control Date: Update Date: Extension | Account Name ITR LOGISTICS AND TRADE DANCC INAX: ALL M2200000514575956992 Account EL: 0514575956992 Currenty: UD Prese inducts user ID: CTIALCOMISS14 Search by CD, depend method, or status Search by CD, depend method, or status No results found. No results found. No results found. | Account Name: ITR.LOGISTICS AND TRADE DACC III.AN: ALI 42000005141575558902 Account ID: 0514575558902 Currency: LISD Please Indicate user ID: CTMACDYM2534 Search by ID, depasit method, or status Search by ID, depasit method, or status D Answer Depash Method Creation Data Update Data Status |
| IMA: AI 14220000544575558002 Accessity USD Prese Indicate user ID: CTHACPTAS334 Search by ID, depart method, or statu. Demand Departh Method Creation Date Update Date Status No results fund Inter Departh Method Creation Date Update Date Status | HaAk AT L402000051 455566902 Account ED: 0514875556902 Currency UD Brease indicate user ID: CTHACDYAB314 Search by ID: deposit method, or shatus Account Depusit Method Crustion Date Update Date Status Neresults food. Neresults food. | BIAK AL1422000005145755558902 Account Dir Dir Al4755558902 Currency USD Prese Modere user/Dir CTNACD7M353.4 E E E E E E E E E E E E E E E E E E E |
| Account ID: 054497598092 Cennergy USD Press indicate user ID: CTMACDYM3534 Search by ID; disposit method, or status ID: Answert: Dispensit Machael Creation Date Update Date Status No results faund ID: Inter Depress Request There Depress Request Costdoord | Account D: 0514975950922 Greeney USD Preses indicators user D: CTKACDYA3534 Search by/D, deposit method, or status © Account D: Deposit Madaed Creation Date Update Date Date Normalis forum. Normalis forum. Normalis forum. | Account Di (31.475569002 Currency USD Pieces indicate user ID: CTMACDYM3534 Search by ID, disposit method, or status ID Annuet Degeal Method Costion Date Upplete Date Status |
| Examining Used Pricess indicate user ID: CTNACD7M3534 Search by ID, deposit method, or status ID Annual ID Annual Cention Data Update Data Status | Pieses indicate user ID: CTNACDYM3534 Search by ID, deposit method, ar status Answel: | Contrary USD Press indicate user ID: CTNACDYM3534 Search by ID: disposit method, or status 0 Annual Deposit Method Creation Data Update Data Status |
| Search My ID, deposit method, or status Id Annuent Departs Noted Creation Date Update Date Status No results found | Search by 40, deposit method, ar status | Search by (D, deposit method, or status Ø Annual Deposit Method Creation Date Update Date Status |
| Search by ID, deposit method, or status ID Annualt ID Annualt Deposit Restand Normalis Sound | Search by (C), deposit method, or status ID Annualt Deposit Method Caration Date Lipidate Date Elstein | Search by ID, deposit method, or status ID Annual Deposit Method Creation Date Lipidate Date Status |
| ID Answert Depend Method Condition Date Update Date Status No result found. | ID Answert Depend Methods Constituti Dates Update Dates Dates No results found. | D Amount Depend Method Creation Date Update Date Status |
| No results found. | No results faund. | No week for all |
| (her layer haven) Calant | New Deposit Request: Doubloard | Ho results found. |
| New Deposit Request Doxhoord | New Deposit Request | |
| New Deposit Request Dookboard | New Deposit Request Doubtoord | |
| | | New Deposit Request Disabboard |
| | | |

Click on New Deposit Request

| No results found. | D Amount | Deposit Method | Creation Date | Update Date |
|-------------------------------|----------|----------------|-------------------|-------------|
| New Deposit Request Dashboard | | | No results found. | |
| New Deposit Request Dashboard | | | | |
| New Deposit Request Dashboard | | | | |
| New Deposit Request Dashboard | | | | |
| | | New Dep | Dashboa | rd |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

痡 Bank Transfer Option

7 Steps

STEP 10

Fill in the amount you require

| | | | Dashboard | ACD Invoices Paymen | |
|---|------------------------------|--|-----------|---------------------|--|
| | Send Deposit Request | | | | |
| | Bank Transfer Credit Card | Amount* | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | Viease upload your switt note. Upload Business License Here | | | |
| | | Send Request | | | |
| (| | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Click on Send Request



STEP 12

You have successfully sent a deposit request.



```
STEP 13
```

Your deposit requests and their status will be shown here on the payments tab

| <section-header><section-header><section-header><section-header></section-header></section-header></section-header></section-header> | <section-header><section-header><section-header></section-header></section-header></section-header> | - ACDSUDAN | Dashboard ACD Invoices Payments Account Lo | | |
|--|--|------------|---|--|--|
| Evaluation: Care Standard | Bulance A Poyment Guidelines 9 | | Deposit Requests Here you will be able to create a deposit request. Each deposit request will give you a proforma invoice. You can download the proforma from this page norther request is submitted. All basis information are available on the proforma invoices. Please make sure to include the reference rumber included on your proforma as your payment description. | | |
| Bank Norm:: EXMENTES NBD Bank Norm:: EXMENTES NBD SWTY Code:: EBILARD SWTY Code:: EBILARD MODEL COLSPANSION: Account Norm:: FILLOGETICS AND TRADE DIACC IMAR ALLOGEDODSISES/SSE002 Account ED:: SUSSE002 Converse; USD Preses indicate user ID: CTMACDYN3534 Search by D. deposit method, or status Model Toposit Toposit Toposit Search by D. deposit method, or status Search by D. deposit method, or status Model Toposit Toposit Model Toposit Toposit Model Toposit Toposit Model Toposit Toposit Toposit <td <="" colspan="2" td=""><td>Back Dotoils Back MaxtES HBD SWFT Gaie EBLADD Caster Tit RLOSESCS AND TRADE DACC. Linx Acit 2000005 1467555802 Gamma D. Staff Sta</td><td></td><td>Balance & Payment Guidelines 1. To resure they processing, stypers should give in advance and monitom their accesse balance. 2. These trunders requere to 15 abareased days to be credited to your accesset. 3. Payments made via credit cord or intrative (reflected my our accesset) to access the structure of the st</td></td> | <td>Back Dotoils Back MaxtES HBD SWFT Gaie EBLADD Caster Tit RLOSESCS AND TRADE DACC. Linx Acit 2000005 1467555802 Gamma D. Staff Sta</td> <td></td> <td>Balance & Payment Guidelines 1. To resure they processing, stypers should give in advance and monitom their accesse balance. 2. These trunders requere to 15 abareased days to be credited to your accesset. 3. Payments made via credit cord or intrative (reflected my our accesset) to access the structure of the st</td> | | Back Dotoils Back MaxtES HBD SWFT Gaie EBLADD Caster Tit RLOSESCS AND TRADE DACC. Linx Acit 2000005 1467555802 Gamma D. Staff Sta | | Balance & Payment Guidelines 1. To resure they processing, stypers should give in advance and monitom their accesse balance. 2. These trunders requere to 15 abareased days to be credited to your accesset. 3. Payments made via credit cord or intrative (reflected my our accesset) to access the structure of the st |
| Please indicate user ID. CTNACDYM3534 Search by ID. depart method, er status ID Anward Depart Method Constitut Date Date Date 86/00/935 \$1.00.00 Bleek Trender 00/13/224 10.19 06/10/2024 10.19 I | Please indicate user ID: CTMACD7M3534 Search by ID: deposit method; or status B Ansure Deposit Method Control Date Update Date Status B AD07935 S1.00.00 Beak Trenuler Ø0/352224 30.35 Ø0/10/2024 10.39 I I I I I I I I I I I I I I I I I I I | | Bank Detoils Bank Name: DMIATES NBD Bank Name: DMIATES NBD SWYFT Code: EBILARAD Account Name: TRI LOGISTICS AND TRADE DMCC BIANE: AL140250000514375588002 Account: DMIATES SM022 Currency: USD Currency: USD | | |
| BARDP995 \$1,000.00 Block Transfer 09/15/2024.10.19 06/19/2024.10.19 I | Build Prips 51,000.00 Burek Trouvelar 05/10/2024 10.19 I Prior Deposed Relegent Deabhoard | | Please indicate user ID: CTNACDYM3534 Search by ID, deposit method, or status D Annext Daniel Method Constitution Date Violate Date Violate | | |
| | New Deposit Request | | BABCP995 \$1,000.00 Beek Toursfer 06/10/2024 10.19 05/10/2024 10.19 I | | |

STEP 14

Click on the 3 dots to download the Proforma Invoice

| Update Date Status |
|--------------------|
| |

Click on Download

| Update Date Status 19 05/10/2024 10:19 Edit Download |
|--|
| 19 05/10/2024 10:19 Edit Download |
| |

STEP 16

Downloaded system-generated Proforma Invoice and make the bank transfer

| EACDSUDAN Profe ITE LOGISTICS AND TR osebald of Year BLL.TO Name: Image: Image Addess: Image Phone: Page | ITTIMA INVOICE DE DACC FREE ZONE DUBAN Gad of Agen For Composition Involution: www.acdymeen.com Number: kee Date: wet Due: |
|--|---|
| VAT: Bervice ECTN Fees balance top-up SAMPL | Price Amount 0.00 USD \$1,000.00 USD Table: \$1,000.00 USD ht Daw: \$1,000.00 USD |
| Bank betails: Please include payment reference: TMACDYM353 in the payment description. Bank Name: EMRATES NBD Switt Code: EBILAEAD Switt Code: EBILAEA | |
| Indicate Reference ID on you payments. | |

Click on Credit Card

| Send Deposit Re | quest |
|------------------------------|----------|
| Bank Transfer Credit Card | Amount * |
| | |

STEP 18

Fill in the amount you require

| 1 | | Dashboa | rd ACD Invoices Pay | |
|----------------------|----------------------|---------|---------------------|--|
| Send Deposit Request | | | | |
| Bank Transfer | Amount * | | | |
| Credit Card | 1,000.00 | | | |
| | 1,065.00 | | | |
| | Pay with credit card | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Click on Pay with credit card

| unt * | | | |
|------------------------------|----------------------|---|--|
| | 1 000 00 | | |
| | 1,000.00 | J | |
| int + Credit card fee (6.5%) | | | |
| | | | |
| | 1,065.00 | | |
| | | | |
| | | | |
| | Pay with credit card | | |
| | |) | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

STEP 20

Check the amount you will deposit and fill in your credit card information

| | | | | Dashboard | ACD Invoices Pay |
|------------|------------------------------|---------------|----------|-----------|------------------|
| Add deposi | t to your account via credit | card | | | |
| | The Amount you will pay: \$ | 1,065.00 | | | |
| | E-posta | | | | |
| | E-posta adresi | | | | |
| | Kart numarası | | | | |
| | 1234 1234 1234 1234 | | VISA 🚺 | | |
| | Son Kullanma Tarihi | Güvenlik kodu | | | |
| | AA / YY | CVC | © | | |
| | Ülke | | | | |
| | Türkiye | | ~ | | |
| | | | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |
| | | Pay now | | | |

Click on Pay Now (The funds are automatically deposited to your account)

| 1234 1234 1234 Son Kullanma Tarihi Güvenlik kodu AA / YY CVC Ülke Türkiye Pay now | Kart numarası | | | |
|---|---------------------|---------------|------|--|
| Son Kullanma Tarihi Güvenlik kodu AA / YY CVC C JIke Türkiye ~ Pay now | 1234 1234 1234 1234 | | VISA | |
| AA / YY CVC CVC | Son Kullanma Tarihi | Güvenlik kodu | | |
| Ülke Türkiye ~ Pay now | AA / YY | CVC | • | |
| Türkiye ~ Pay now | Ülke | | | |
| Pay now | Türkiye | | ~ | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

How to Create ECTN Draft

7 Steps

STEP 22

Dashboard

| \$= | Account Balance | Create New ACD Draft | E Account Balance History |
|--|---------------------------|--------------------------|--|
| Total Entries | Submitted Entries | Approved Entries O | Rejected Entries O See oil rejected entries |
| See all entries Notes Please note that for CTN Certification All Imports (Shipment from abr | See all submitted entries | See all approved entries | See all rejected entries |

Click on Create New ECTN Draft

| Account Balance | Create New ACD Draft | Account Balance His |
|----------------------|----------------------|--------------------------------|
| Submitted Entries | Approved Entries | ව E |

STEP 24

Fill in your shipment details

| | Dasht | ooard ACD Invoices Pe |
|---|----------------------------------|-----------------------|
| | | |
| New Entry | | |
| | | |
| Snipper Name | Snipper Prione | |
| Shipper Address .* | | |
| | | |
| Consignee Name <u>*</u> | Consignee Phone : | |
| | | |
| Consignee Address * | | |
| | | |
| Notify informations are same as consignee | | |
| Notity Name .* | Notity Phone | |
| Notify Address * | | |
| | | |
| Bl number .* | Voyage no * | |
| Please write your Bill of Lading number. | | |
| Carrier * Not found? Add a carrier | Vessel * Not found? Add a vessel | |
| Select a carrier 🔹 | Select a vessel 🔹 | |
| Estimated Time of Departure .* | Estimated Time of Arrival | |
| | | |
| Country of loading | Port of loading .* | |
| select country of loading | Select port or localing | |
| | | |

Click on Create Entry

| 0.1 MB | |
|---------------|--------|
| Freight Invoi | |
| | |
| Remove file | |
| | |
| Create Entry | ן ן |
| | J |
| | |
| | |
| | |

STEP 26

Check the information on the ACD Draft

| ACDSUDAN | | | | Dashboa | rd ACD Invoices Payments Account L |
|----------|-----------------------------|--|---|------------------------------------|------------------------------------|
| | | | | | |
| | BL Number: 12345678 | Country of Loading : Chino | Consignee: Consignee Name | Cost of Goods: USD 1,000,000.00 | |
| | Shipper: Shipper Name | Port of Loading: Haikou | Consignee Address: Consignee Address | Freight Value: USD 150,000.00 | |
| | Address: Shipper Address | Port of Discharge: | Consignee Phone: - | Insurance Value: USD 0.00 | |
| | Phone: - | ETD: 2025-01-01 | Notify: Notify Nome | Other Charges: USD 0.00 | |
| | Voyage No: 12345678 | ETA: 2025-02-01 | Notify Address: Notify Address | Total Weight in kg: 2.00 kg | |
| | Carrier: MAERSK LINE | Description of Goods : Description of goods | Notify Phone: | Volume: 100.00 cbm | |
| | Vessel: LUNA MAERSK | Incoterm: FOB | | | |
| | | | | | |
| | н | s code | COUNTRY OF ORIGIN | QUANTITY PACKAGE | |
| | 691410 - Ceramic articl | es of porcelain or china, n.e.s. | China | 1,000 Pckgs | |
| | | | BULK | | |
| | | свм | GROS | S WEIGHT (KG) | |
| | | 1.00 | | 2.00 | |
| | | Atto | ichments | EREIGHT INVOICE | |
| | Bill of Loding.pdf | Commerci | al Invoice.pdf | Freight Invoice.pdf | |
| | | | | | |
| | | Edit Entry All Entries | Download Droft Subr | nit | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

You may edit, check entries, download, and submit your draft.

| r none. | 2025-01-01 | Notify Name | USD 0.00 | |
|-------------------------|--|-----------------------|-----------------------|-------------|
| Voyage No: | ETA: | Notify Address: | Total Weight in kg | |
| 12345678 | 2025-02-01 | Notify Address | 2.00 kg | |
| Carrier: MAERSK LINE | Description of Goods : Description of goods | Notify Phone: - | Volume: 100.00 cbm | |
| Vessel: | Incoterm: | | | |
| LONA MAERSK | FOB | | | |
| | G | OODS | | |
| н | S CODE | COUNTRY OF ORIGIN | QUANTITY | PACKAGE |
| 691410 - Ceramic articl | les of porcelain or china, n.e.s. | China | 1,000 | Pckgs |
| | E | BULK | | |
| | СВМ | GROSS | WEIGHT (KG) | |
| | 1.00 | | 2.00 | |
| | Atta | chments | | |
| BILL OF LADING | COMMERC | IAL INVOICE | FREIGHT INVOID | E |
| Bill of Lading.pdf | Commercie | al Invoice.pdf | Freight Invoice.pd | lf |
| | | | | |
| | Edit Entry All Entries | Download Draft Submit | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | © 2024 | - ACD SUDAI |
| | | | | |

STEP 28

Click on Submit

| COMMERCIAL INVOICE | FREIGHT INVOICE | |
|----------------------------|---------------------|--|
| Commercial Invoice.pdf | Freight Invoice.pdf | |
| All Entries Download Draft | Submit | |
| All Entries Download Draft | Submit | |

The guide covered the intricate process of the Advanced Cargo Declaration system for Sudan. For more information, please visit https://acdsudan.com/