



## Booking into a GPC Asia Pacific Distribution Centre



### Purpose

Our ability to process Distribution Centre (DC) deliveries in an efficient, safe and cost-effective manner is dependent on suppliers supporting our DC replenishment process. We rely heavily on our supply partners to consistently deliver the products that we ask for in the quantities we need, at the high standards we expect, on the day and time we have scheduled to receive them.

### Information You Will Need When Making A Booking

When booking online, the following information must be included to allow our DC's to effectively plan to receive in your delivery:

- Company name
- A contact person and number
- The correct number of pallets
- PO number/s you are delivering.

### General Info Regarding Your Delivery Into GPC Asia Pacific DC's

#### **Timeslot Adherence:**

Adherence to the booking timeslot is paramount to both DC operations and product availability for Customers.

Vehicles arriving outside of the scheduled timeslot for their associated PO's, may be turned away and directed to reschedule. Like any facility with very high traffic volume, it is only possible to manage our DC volume safely and efficiently when traffic flow is closely managed in line with available resources.

For both DC Operations and Supplier Performance calculations, a vehicle is classed as "On Time" when it arrives:

- no earlier than 30 minutes prior to the scheduled timeslot AND
- no later than 30 minutes after the scheduled timeslot (a call must be placed to the DC to advise if you will be arriving post your booked time)

There is a 60 minute delivery window within which vehicles must present at the DC. A site's capacity to accept vehicles outside of this window cannot be guaranteed and a decision on whether a particular early/late load can be accommodated will be made at the discretion of the DC Inbound/Operations team who reserve the right to refuse to unload.

If any amendments are required for your booking, they can be made via the online portal. Alternatively, you may also contact the DC using the contact numbers found on [www.gpcinbound.com](http://www.gpcinbound.com)

**Please note: Vehicles will not be unloaded without a valid booking**

- A booking can only be used for a *single* vehicle delivery. If you are bringing in more than 1 vehicle you must notify the DC in one of two ways:

1. Please input the number of vehicles in the online booking form when booking your delivery

2. Please email the relevant DC in advance to advise how many vehicles will be arriving

- Deliveries must reflect the correct number of pallets referenced in your booking unless otherwise agreed to prior with the DC.

**How to make a booking online**

1. Open your web browser and go to [www.gpcinbound.com](http://www.gpcinbound.com)



2. Select the DC in which you want to make a booking for by simply moving your mouse cursor over the DC name and click.



3. Once selected it will direct you to the booking page. Please read the information provided on this page as it may impact your delivery.



## GPC AP Inbound Freight Booking Request



Container deliveries for GPC must be scheduled with our DC team, at least 5 business days prior to delivery. Please use our link below to submit a shipment notification. Containers that are not booked in using this process may be rejected upon arrival.

[CONTAINER BOOKINGS, CLICK HERE.](#)

Choose Time » Review & Forms » Confirmation

Log in

GPC Asia-Pacific, Brisbane ASR DC.

51-57 Qantas Drive, Brisbane Airport, QLD 4007, Australia

All deliveries are to access the site via Litsea Street (Gate A).

**PLEASE NOTE: THIS IS A REAR UNLOADING FACILITY**

Pick an Appointment

I would like to schedule

Choose appointment type...

Powered by Acuity Scheduling

- If you are a returning user, you can log in and continue making your booking. New Users can continue without a log in and will give you an option to register after

Information

Log in

4007, Australia

Litsea Street (Gate A).

**REAR UNLOADING FACILITY**

### Log in

Don't have an account yet? You'll have the option to register after you schedule an appointment.

E-mail

Password

Log in

[Or continue without logging in](#)

[Forgot your password?](#)

- You can now begin creating your booking

- Under The Heading "Picking An Appointment" there is a dropdown box where you can select the amount of Pallets or Cartons arriving

#### Pick an Appointment

I would like to schedule

Choose appointment type...

- Delivery - 1 to 5 pallets (20 minutes)
- Delivery - 6 to 10 pallets (30 minutes)
- Delivery - 11 to 25 pallets (45 minutes)
- Delivery - 25+ pallets (1 hour)
- Carton Only (15 minutes)

- It will then bring up a calendar for you to select the desired date you wish to book for.

# GPC Asia Pacific Distribution Centre Inbound Booking Guide



**Pick an Appointment**  
I would like to schedule

Delivery - 1 to 5 pallets (20 min)

<< March 2018  >>

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(GMT+10:00) Eastern Time - Brisbane [change](#)

c. Once you select a date, this will bring up the available times for your booking

18	19	20	21	22	23	24
25	26	27	28	29	30	31

(GMT+10:00) Eastern Time - Brisbane [change](#)

- 5:30am
- 5:45am
- 6:00am
- 6:15am
- 6:30am
- 6:45am
- 7:00am
- 7:15am
- 7:30am
- 7:45am
- 8:00am
- 8:15am
- 8:30am
- 8:45am
- 9:00am
- 9:15am
- 9:30am

d. After selecting your desired time, you are required to enter your details. After clicking continue, it will move you to the last page to finalise your booking. It will also give you a summary of your booking so far.

# GPC Asia Pacific Distribution Centre Inbound Booking Guide



**Your Information**

First Name \*

Last Name \*

E-mail \*

Phone  
 X

Choose Time » **Review & Forms** » Confirmation

**Your appointment has not been finalized. Please choose finish below.**

Name Harry Singh  
Email harry,singh@booking.com  
Phone 456794976  
Appointment Delivery - 1 to 5 pallets (20 minutes)  
With A) Pallet Delivery  
When March 28, 2018 at 8:15am

If you need to make changes, please [go back](#).

- e. Before you finalise your booking, you will be required to enter the following details
- Vendor Name
  - Purchase Order Number related to the delivery
  - Carrier who is delivering the product
  - Amount of Pallets & Cartons
  - Any comments which relate to your delivery

To ensure your delivery can be accepted, this section must be completed.

Vendor Name \*

PO Number \*

Carrier \*

Pallets \*  
 ▼

Cartons \*  
 ▼

Comments

Click finish to confirm your appointment.



- f. You have now completed your appointment. A summary will be displayed on screen; you will also receive a confirmation email to the email address you have provided.

[Choose Time](#) » [Review & Forms](#) » **Confirmation**

[Log in](#)

**Delivery - 1 to 5 pallets (A) Pallet Delivery) for March 28, 2018 at 8:15am successfully scheduled**

[Register for an Account](#)

## Harry Singh: Delivery - 1 to 5 pallets

You have scheduled Delivery - 1 to 5 pallets (A) Pallet Delivery) for March 28, 2018 at 8:15am

[Cancel appointment](#)

[Reschedule appointment](#)

[New appointment](#)

[Edit forms](#)