

Skip the Front Counter

A process designed to streamline
collection of cargo and saving time



SprintPass



Before we start

- Registration with SprintPass is required to access the reservation portal before collecting cargo
- Currently, only import freight is eligible to bypass the front counter



How to

Be Eligible to Skip the Front Counter

Requirements to be eligible are:

- Create a reservation on www.cargosprintpass.com
- Import fees associated must be paid
- The freight must be broken down and available for collection
- Documents such as Delivery Order must be uploaded to the reservation
- The freight must be cleared by US customs
- Driver must use the ID Validation on the SprintPass for Drivers App



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Phase 1- Create a reservation

Sign in

SprintPass

Sign in to SprintPass

Enter your details below.

Email address

Password

[Did you forget your password?](#)

Sign In

Don't have an account? [Sign Up](#) |
Find your AWBs [Here](#)

Powered by
cargosprint

Glad to see you again! Please enter your username and password to log into your SprintPass Account.

<https://cargosprintpass.com/login>





SprintPass

Home

Requested pickups

Pickup history

Help

Pickups

Home | Pickups

Filter by status: Show all

Create +

P/U Number	Created At	Scheduled at	Pickup Status	Destination Handler	PRE	Notes	Picklist	Details
+ZYRHJFJ		2023-07-18 at 13:00	FC Pre-approved		Loading. .	Notes	Print	Click for details
+CD5GW0C		2023-07-18 at 12:30	FC Pre-approved		Loading. .	Notes	Print	Click for details

Once you are logged in

- 1) On the homepage, at the left you will see 4 options to select from. Choose “Requested Pickups”.
- 2) Click on the green “Create” button to make a **new reservation**.

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Warehouse information











Select a warehouse

Select an airport

JFK

Search by Warehouse Name, Facility ID or AWB Prefix

Warehouse Name, Facility ID or AWB Prefix

  FIRM 1111 Ana Rosa Barrera 000,111,222,333,444,172,235	  AGIJFK003 AGI JFK 86 173, 023	  AGIJFK004 AGI JFK 21 160, 145, 045, 549, 999, 576	  AGIJFK001 AGI JFK 77 988, 784, 512, 996, 044, 279, 731, 045, 145, 114, 054, 576...	  AGIJFK002 AGI JFK 22 172, 235, 356, 179
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NEXT →



Select pickup location.

Choose the **airport and warehouse** where freight is going to be collected.

The system will provide the **prefixes associated with the airlines they handle.**

Click the next button.

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type-of-service



Import/Pickup



Export/Drop-off



Pickup & Drop-off



Docs Only

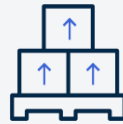
Type of priority



Regular Freight



Specialized Freight



Small parcel 10
pcs or 500 lbs or
less



TD Flash

Type of service & priority.

Currently “Skipping the Front Counter” is **only available for the pickup of import cargo at specific facilities**

After you select the Pick-up/Import option select the type of priority; these options may vary from cargo facility to cargo facility.

- **Normal freight**
- **Specialized freight**
- **Small parcel 10 pcs or 500 lbs or less.**

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Enter your shipment details

AWB/ULD

Press enter or 'Add' button to add AWB/ULD to pickup.

Don't know the MAWB number? Add only HAWB (or your reference number)

1 AWB added

AWB: 111-12345675

Pieces	111-11111111	Weight	kg
HAWBs		+	
Documents		↑	
[Red dashed box]		Notes	

Documents are required

Let's add cargo information.

Please include: **Truck company, email(s) for receiving notifications, truck driver's information**

In the next screen, add the **MAWBs, HAWBs or the ULDs** being picked up. Then fill in the pieces, weight, HAWBs (if applicable) .

Upload required documents such as: **Proof of delivery (POD), Custom Clearance, proof of payment, other documents the facility may request**

*You can also leave notes.





Select time-slot for your cargo

Date to schedule

08/10/2023

REGULAR 16:00 4 Available slots	REGULAR 16:30 3 Available slots	REGULAR 17:00 4 Available slots	REGULAR 17:30 4 Available slots
REGULAR 18:00 4 Available slots	REGULAR 18:30 4 Available slots	REGULAR 19:00 4 Available slots	REGULAR 19:30 4 Available slots
REGULAR 20:00 4 Available slots	REGULAR 20:30 4 Available slots	REGULAR 21:00 4 Available slots	REGULAR 21:30 4 Available slots

Pick a time slot.

Select the **date and time-slot** of when you would like to schedule your reservation.

Important! Each facility has their own rule set related to:

- **Reservation times**
- **Number of possible reservations per hour**
- **How many days in advance can a reservation be requested**

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Summary

Driver name
ANA
Notification phone number
+1 (562)-673-9658
Truck company
BARRERA TRUCKING CO

Cargo type   

AWB

  111-11111111

NEW AWB 

CHECK-IN 

REGULAR SLOT

August 10, 2023 - 15:30
Skip the Front Counter

Pickup number
+VVFYKK0

Be punctual
and arrive at the scheduled time

August 10, 2023 - 16:30

60 minutes **after** the scheduled time is allowed.

If the truck driver check-in **more than 60 minutes after** the scheduled time, the scheduled time is **cancelled** and the system sends the PICKUP to the line.

Print picklist 

Close

Shipment review

All good?

The reservation summary will pop up with all the information you entered.

Wish to change anything? Select the pencil icon in the summary details and modify information as needed; then save changes.

If everything is correct you can select the check-in button. A pickup number will be generated.

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SprintPass

- Home
- Requested pickups
- Pickup history
- Help

Pickups

Home | Pickups

Filter by status:

Create

P/U Number	Created At	Scheduled at	Pickup Status	Destination Handler	PRE	Notes	Picklist	Details
+VVFYKK0	2023-08-10 15:21	2023-08-10 at 16:30	Created online	Skip the Front Counter	Pending	Notes	Print 	Click for details
+6VFW2U	2023-08-10 15:13	2023-08-10 at 15:30	FC Pre-approved	Skip the Front Counter	Pre-qualified	Notes	Print 	Click for details

After making the reservation...

You will get an email confirming that your reservation is successful, and you are eligible to Skip the Front Counter.

Once you receive it, you must log into cargosprintpass.com and add the truck driver's phone number.





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Phase 2- Using the SprintPass for Drivers App and Skipping the Front Counter



PKU# +VVFYKK0. You're prequalified to skip the front counter once ID Validation is done. Tap link: <https://cargosprint.page.link/SMkNAvScgo7VJEa38>

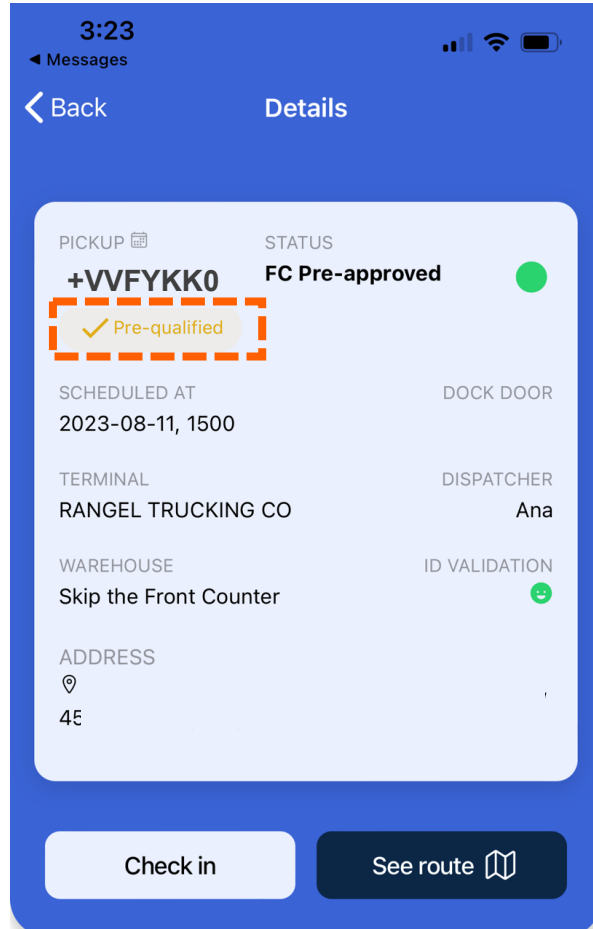
After the truck driver's cellphone number is provided, they will receive a text message with:

- The Pick-up Number (PKU).
- Link allowing them to **download the phone app and complete the ID validation.**

Important!

If driver does not download the SprintPass for Drivers app or use the ID validation, **they will be disqualified from Skipping the Front Counter.**

SprintPass

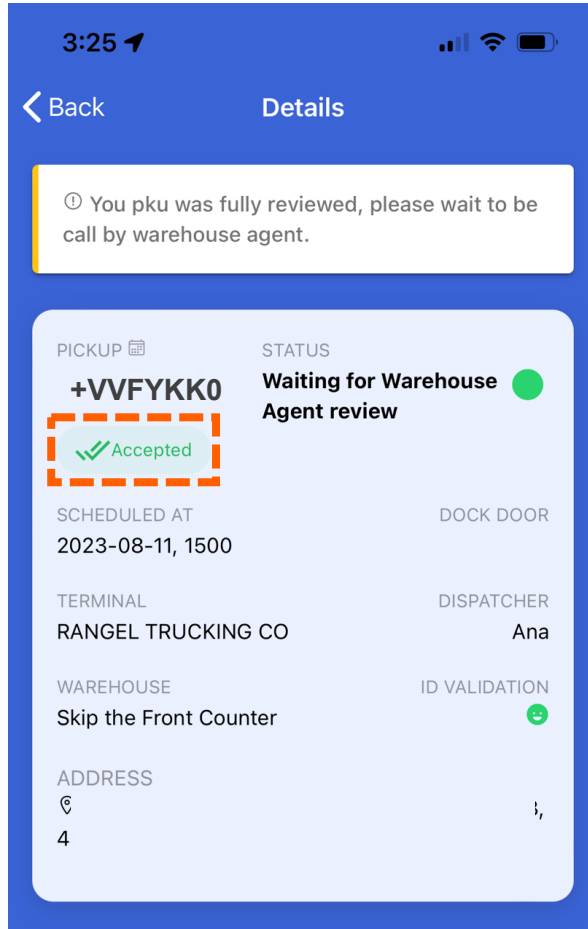


After downloading the app and following through ID validation, the driver will have the ability to review all the shipment details

They will proceed to **check-in remotely by geofencing.** and confirm

The system will ask “Are you sure you want to check-in?” click confirm button.

Once you complete the remote check-in the system will advise you that a **final check to deliver your cargo is being done** and to wait for to be called by a warehouse agent.



If in the app you see the word “Pre-qualified”, it means reservation is being reviewed but not completely approved to skip the front counter.

When the word changes to “Accepted”...x

Congratulations!

You are ready to Skip the Front Counter and go directly to the warehouse





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