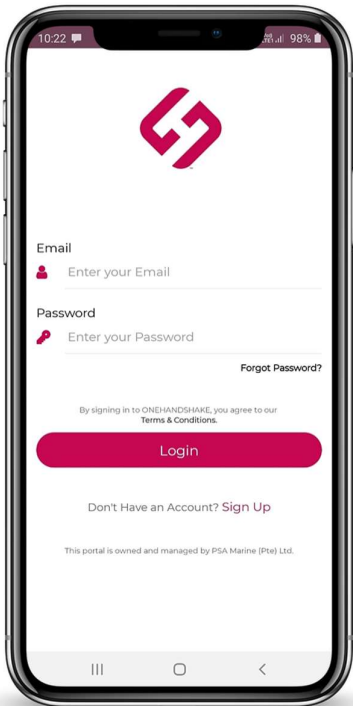


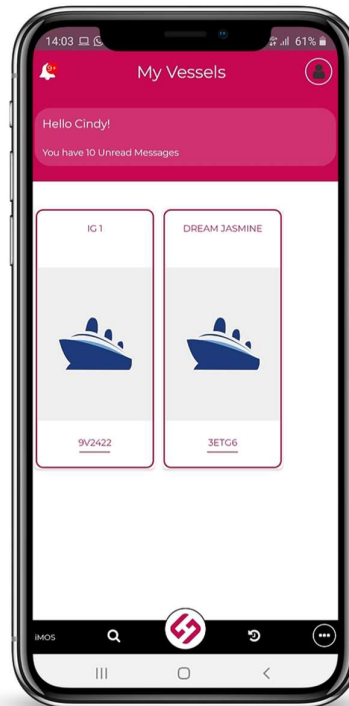
AGENT APPLICATION - UPDATING VESSEL'S EMAIL ADDRESS GUIDELINE


Follow these 6 steps and you'll be able to update the Vessel's Email Address through your OneHandShake app

1. Login to the "Agent" Application




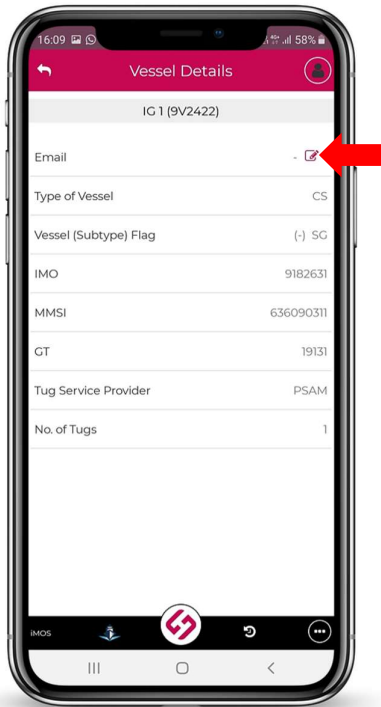
2. At the home page, select the vessel that you wish to update its details



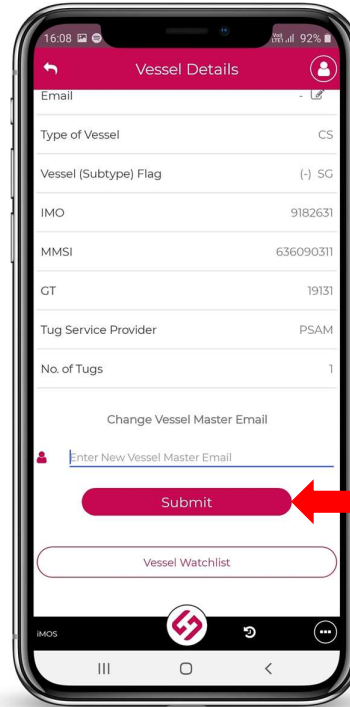
3. In the vessel activities page, locate  button and select "Vessel Details"



4. In the “Vessel Details” page, select  to add new or amend vessel email



5. Add or amend the vessel email address. Once done, select “Submit”.



6. After submission, you will see a “Successfully Updated” message.

