

# MEMO

## FMC Tariff – New File Request Link

June 2012



We are pleased to advise new developments on [www.dpiusa.com](http://www.dpiusa.com) which provide improved access to tariff info. Tariff owners now have access to tools which utilize the link between rate requests submitted using DPI's online New File Request process and corresponding Tariff Rate Items (TRIs). The following are general guidelines for utilizing this link on [www.dpiusa.com](http://www.dpiusa.com).

### 1. Viewing Your Online Rate Requests – New File Request History

The **New File Request History** page provides an index of all previous rate requests submitted via the New File Request process. View status updates on your rate requests as well as links to filed TRIs for all completed requests.

The menu-driven **New File Request** process offers a useful tool for requesting new and amended rates in your tariff. View the [Tariff Filing Guidelines](#) for more information on using New File Request.

A screenshot of the "Members Menu" on a website. The menu is titled "Members Menu" and has a breadcrumb trail "Home > Members Menu". Below the title is a dark blue bar with "FMC Tariffs" and a right-pointing arrow. Underneath, a red rounded rectangle highlights a link labeled "> [New File Request History](#)". Below the link, a text box explains: "View previous File Requests and get status updates on recently submitted requests. This feature allows you to easily confirm the status of your requests and communicate with your DPI Account Representative."

### 2. Filing Request Detail Page

The Filing Request Detail page shows complete information relating to the selected rate filing request, including filing request number, filing status, filing request history, and links to filed TRIs. A link to the filing request detail page is provided in the email confirmation sent after you submit a rate request using New File Request. This page is also available from the New File Request History page.

A screenshot of the "Filing Request Detail" page. At the top, the status is "Filed". Below this is a button labeled "Copy from this Request". Underneath is a section titled "Filing Request History" with two entries: "06Jun2012 13:24 - Status: Filed" and "06Jun2012 13:22 - Status: Processing". At the bottom, a red rounded rectangle highlights the "Links for TRIs" section, which contains the text "999991-002" followed by a blue link "0615-15-0330 - 0005".

A unique **Request ID Number**, also known as a **Filing Request Number**, is automatically assigned to each rate request submitted using the online New File Request process. This Request ID creates a link between your rate request and the filed TRI in your FMC tariff.

Once your DPI Account Representative reviews, files and confirms your rate filing request into your FMC tariff, the **LINKS FOR TRIs** section will update on the Filing Request Detail Page and provide a direct link to your filed TRI for your easy reference.

Use the **LINKS FOR TRIs** section to view the rate filing request as filed in your FMC tariff. The link provided will direct you to the MY TARIFFS section of [www.dpiusa.com](http://www.dpiusa.com). The link text will show the tariff commodity and TRI number of the completed and filed rate request.

### 3. TRI Details Page

The link between your online rate requests and filed TRIs is also available from the **TRI Details Page** in the **My Tariff** section of [www.dpiusa.com](http://www.dpiusa.com). Use the **Request ID** link on TRI Details Page to view the original rate request for that particular TRI.

For Help navigating your FMC tariff on the web, please see our updated [Tariff User Guidelines](#), which provide general guidelines for viewing FMC tariffs on [www.dpiusa.com](http://www.dpiusa.com).

#### TRI Details

Tariff Number: 999991-002 - Sample NVOCC TransPacific Trade Tariff No. 002

Track Number: DEMO  
File Session ID: 435013  
Request ID: **91150**

Commodity : FOODSTUFFS, VIZ: CHOCOLATE CANDY, N.O.S. ( 0615-15-0330 )

Filing Date: 06Jun2012

Effective Date: 01Jul2012

Thru Date:

Rate: 2500.00 USD

Amendment Type: IRE  
Special Case Number:

Origin : SHANGHAI, CHINA

Destination : LONG BEACH, CA, USA, 90800-53

Hazard Code:

Package Code:

Minimum Quantity:  
Basis: PC  
Equipment Size: 40  
Equipment Type: PC  
Equipment Temp:  
Service Type: YY

The links between rate requests and TRI data now allow you to:

1. Confirm that your rate requests are filed into your corresponding FMC tariff with one click.
2. View how your DPI Account Representative has filed rate requests into your FMC Tariff.
3. Determine how rates filed into your tariff were originally submitted.

Please note, these new developments are available only when you request your rates online using DPI's online New File Request process. Filing rate requests online offers the most convenient and cost effective way to update your FMC tariff rates, and provides appropriate data security. See our [New File Request Web Tutorial](#) for help filing your rates online.

The link between your FMC Tariff and your online rate requests makes your tariff data more accessible and transparent to you, the tariff owner, than ever before. We encourage all users to take advantage of these new developments. See our [short video tutorial](#) which demonstrates the changes described in this memo, and feel free to contact us with any questions.

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