

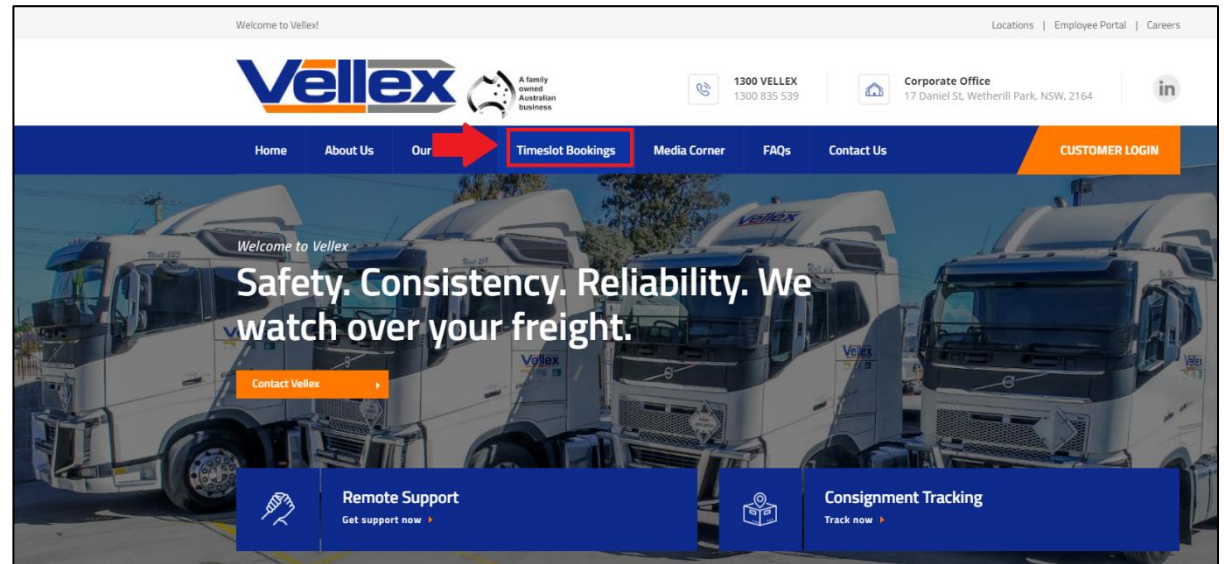


QUICK USER GUIDE: Self-serve Booking System

FOR SUPPORT CONTACT: 02 8787 4000

How to Access the Vellex Timeslots Booking Calendar

1. Ensure you have a username and password from Vellex to book on the calendar system.
2. Go to the Vellex website <http://www.vellex.com.au>
3. Click on **Timeslot Bookings**.
4. Click on **Select your timeslot** here.



How To Make a Booking

1. Set your **time zone** to be the same as the time zone of the depot or warehouse that you want to book.

For example, if you are in Brisbane but booking into Frank Street in NSW, click **Change my time zone** and select Australia/Sydney.

The screenshot shows a booking interface with a top navigation bar containing 'Location', 'Service', 'Provider', 'Time', and 'Client'. Below the navigation bar, there are three location cards:

- Frank Street Depot, NSW**: Ensure your **timezone** is set to **Australia/Sydney** to book this Location. [Read more](#). Address: 41 Frank Street, WETHERILL PARK, AU, 2164. Phone: +61287874000. [Select](#)
- Daniel Street Warehouse, NSW**: Ensure your **timezone** is set to **Australia/Sydney** to book this Location. [Read more](#). Address: 17 Daniel Street, Wetherill Park, AU, 2164. Phone: +61287874000. [Select](#)
- Dandenong Depot, VIC**: Ensure your **timezone** is set to **Australia/Melbourne** to book this Location. [Read more](#). Address: 34 Discovery Road, Dandenong South, AU, 3175. [Select](#)

At the top right, it shows 'Our time: 12:04 PM Australia/Sydney' and 'Your time: 11:04 AM Australia/Brisbane'. A red box highlights the 'Change my timezone' button with a clock icon.

The screenshot shows a dropdown menu titled 'Please select your timezone:'. The menu lists various timezones, with 'Australia/Sydney (12:08 PM)' highlighted in blue. The list includes:

- Australia/Sydney (12:08 PM)
- Australia/Adelaide (11:38 AM)
- Australia/Brisbane (11:08 AM)
- Australia/Broken Hill (11:38 AM)
- Australia/Darwin (10:38 AM)
- Australia/Eucla (9:53 AM)
- Australia/Hobart (12:08 PM)
- Australia/Lindeman (11:08 AM)
- Australia/Lord Howe (12:08 PM)
- Australia/Melbourne (12:08 PM)
- Australia/Perth (9:08 AM)
- Australia/Sydney (12:08 PM)
- Europe/Amsterdam (3:08 AM)
- Europe/Andorra (3:08 AM)
- Europe/Astrakhan (5:08 AM)
- Europe/Athens (4:08 AM)
- Europe/Belgrade (3:08 AM)
- Europe/Berlin (3:08 AM)
- Europe/Bratislava (3:08 AM)
- Europe/Brussels (3:08 AM)
- Europe/Bucharest (4:08 AM)
- Europe/Budapest (3:08 AM)

- 2. Select a **Location**.
- 3. Select the **load type** required.

Location

Service

Provider

Time

Client

Our time: 4:41 PM Australia/Sydney

Frank Street Depot, NSW

📍 41 Frank Street, WETHERILL PARK, AU, 2164

+61287874000

Select

Daniel Street Warehouse, NSW

📍 17 Daniel Street, Wetherill Park, AU, 2164

+61287874000

Select

Dandenong Depot, VIC

📍 34 Discovery Road, Dandenong South, AU, 3175

Select

Stapylton Depot, QLD

📍 Unit 3, 84 Christensen Road, Stapylton, AU, 4207

+61733900506

Select

Murrarrie Depot & Warehouse

📍 18 Paringa Road, Murrarrie, AU, 4172

+61733900506

Select

Location

Service

Provider

Time

Client

< Back

Our time: 4:42 PM Australia/Sydney

30 Minutes

For loads such as a Semi, Pallets, Rigid, Single, A Trailer, Pigs

🕒 30 mins.

Select

1 Hour

For loads such as a B-Double

🕒 1 hr.

Select

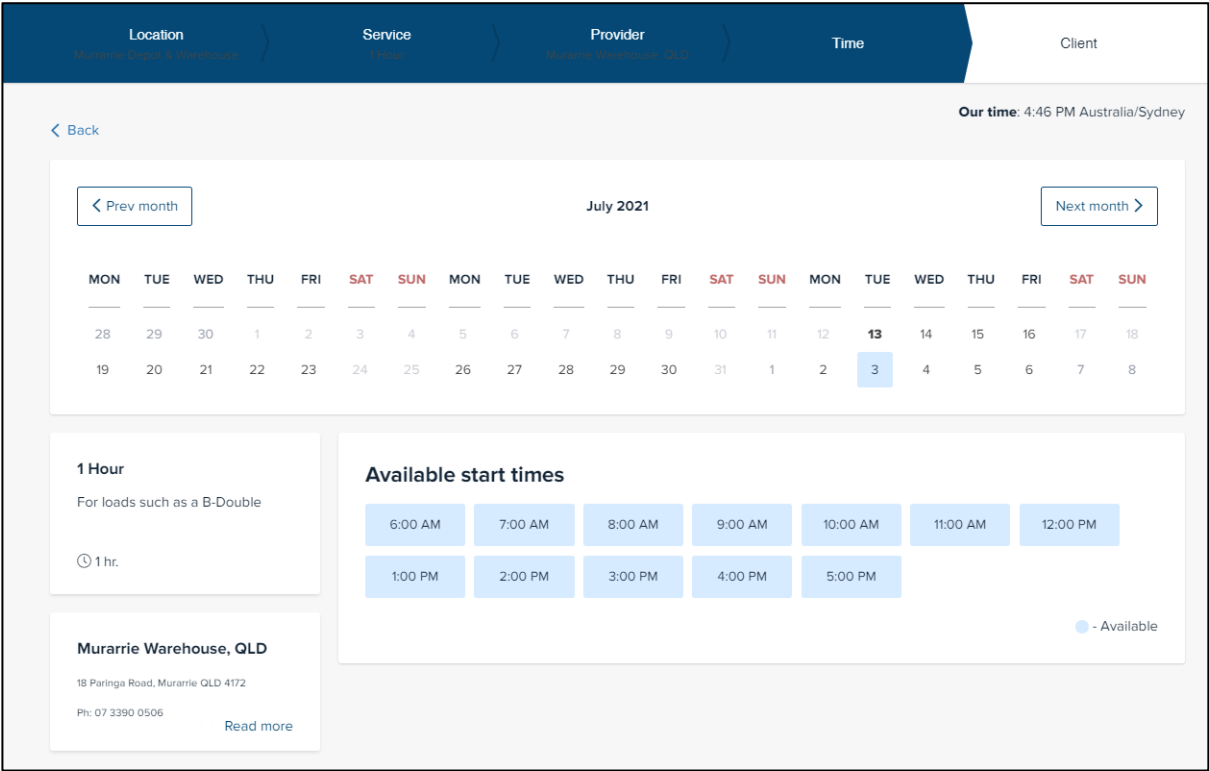
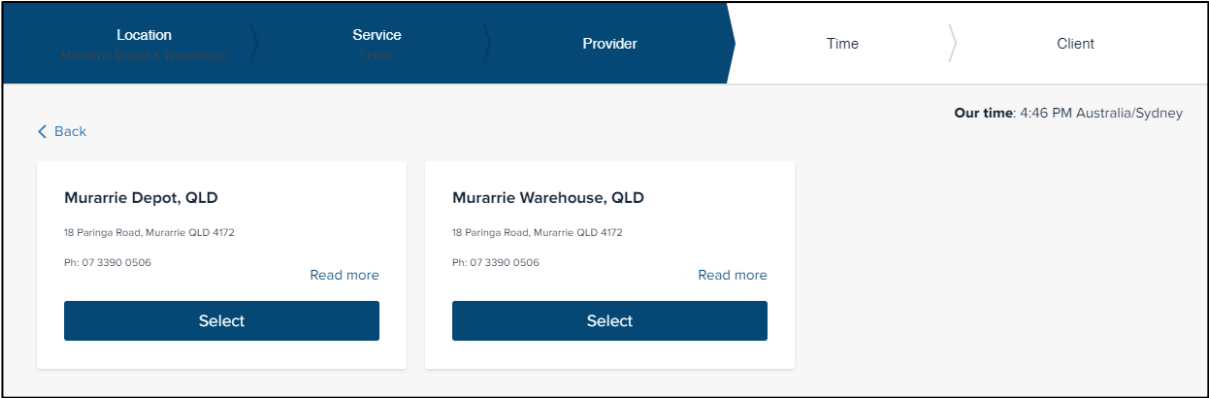
1 Hour and 30 Minutes

For loads such as a Container

🕒 1 hr. 30 mins.

Select

- 4. If there is more than one calendar at the location, select the relevant area either the **Depot or Warehouse**.
- 5. Select a **Date** and **Time**.



- 6. Enter your username (email) and password. Click **Sign in and continue**.
- 7. Complete the booking information and click **‘Confirm booking’**.

Service
Brisbane

Provider
Brisbane Depot

Time
12:57 PM

Client

< Back

Our time: 12:57 PM Australia/Sydney

Please sign in to continue

Existing clients: please sign in here

Email:

Password:

[Remind password](#)

Sign in and continue

Please, confirm details

You are logged in as Kathy

Logout

Name of the Customer: *

Name of the Delivering Carrier: *

Types of Freight: *

Small Load

Date:

21-06-2021

Starts at:

9:00 AM

Provider:

Brisbane Depot

☐

May Vellex send you promotions and relevant information?

Confirm booking