

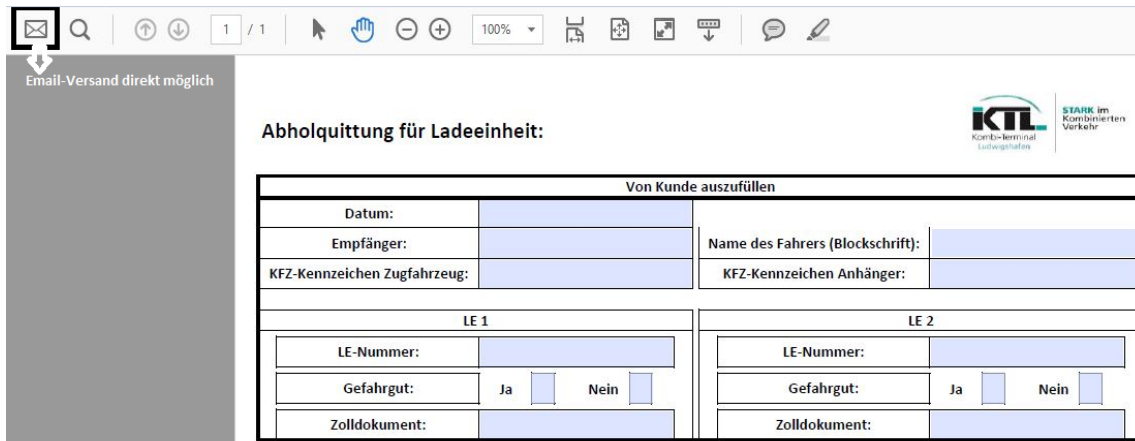
## Information to only pick up process

### Assumptions:

- Driver only wants to pick up a unit, no delivery
- Driver has a season ticket for access to KTL

### Description of process:

1. Before arriving of the truck (about 20-30min before) haulier/disposal fulfills pick up order (important is the data: date, Name of driver, license plate of truck, unit number)



Abholquittung für Ladeinheit:

Von Kunde auszufüllen			
Datum:			
Empfänger:		Name des Fahrers (Blockschrift):	
KFZ-Kennzeichen Zugfahrzeug:		KFZ-Kennzeichen Anhänger:	
LE 1		LE 2	
LE-Nummer:		LE-Nummer:	
Gefahrgut:	Ja <input type="checkbox"/> Nein <input type="checkbox"/>	Gefahrgut:	Ja <input type="checkbox"/> Nein <input type="checkbox"/>
Zolldokument:		Zolldokument:	

2. Sending of Pick up order to [abholung@ktl-lu.de](mailto:abholung@ktl-lu.de) Information about ETA of driver within the Email would be appreciated.
3. Arrival of driver at the Gate (counter on the left in front of the opening barrier):
  - a) Handout season ticket for access to the staff and telling unit number for pick up
  - b) Signing of pick up order
  - c) Receiving of copy of pick up order
  - d) in case of forwarded documents with train post, driver gets information from staff about it
 

➔ driver is allowed to park his truck at the small parking area in front of the entry of the agency. Showing his pick up order at the counter, he gets the documents
  - e) handout season ticket to the driver and permission to enter the terminal
  - f) barrier opens
  - g) Truck entry and start pick up process

### Information:

- This description and the pick up order can be found on our homepage

[www.ktl-lu.de](http://www.ktl-lu.de) Menu: Information ➔ Item: process

Self-Checkin Abholung 837,37 KB  
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Self-Checkin Anlieferung 562,54 KB  
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Abholquittung 35,44 KB  
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Ablaufbeschreibung Abholprozess für Kunden 22,27 KB  
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**PROZESSE**

PLÄNE

ROUTE PLANNER

SICHERHEIT & QUALITÄT

TAGESGANGLINIE

- At the moment we offer this service from 06:00 – 14:00h. Expansion for afternoon is planned