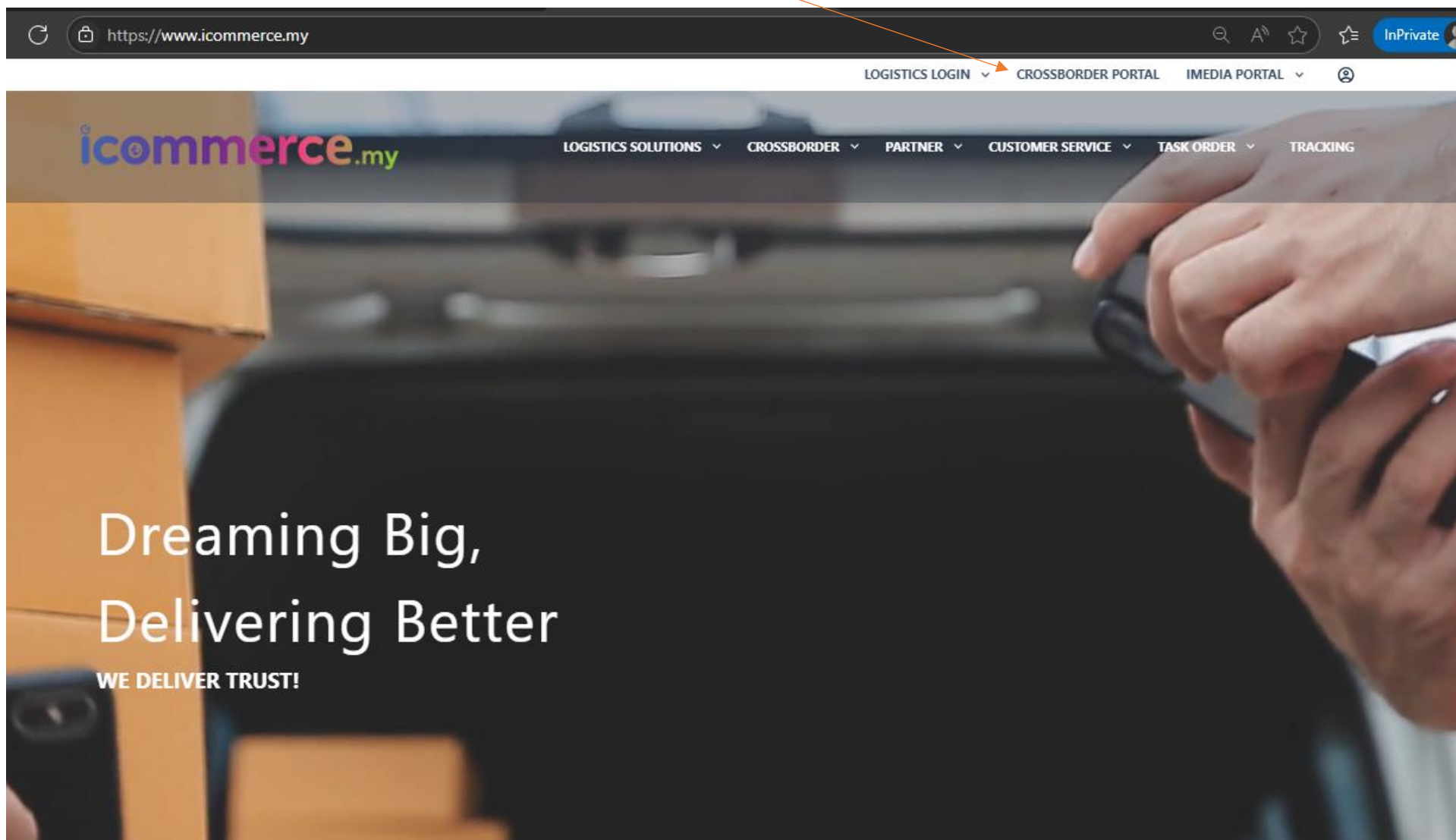


到 icommerce 官方网址(icommerce.my), 点击上方的[CROSSBORDER PORTAL] 进行注册或会员登录



登录和新注册

左边是会员登录，右边是新会员注册

会员登录只要输入用户名(或者电邮)，和相关密码就可以进行登录

新会员必须填写发票人名，电邮和密码(最少 8 个字符，组合包括英文字母大小写，数字和标点符号)。电邮主要是找回遗忘的密码

右下角有个按钮[Translate]可以将界面切换到不同语言，包括中文，英文，马来文和越南语

CrossBorder Forwarding

MY ACCOUNTPRICE LIST ▾ADD ▾TRACKING ⓘ

Login

Username or email address *

Password *

☐ Remember me

[Lost your password?](#)

Log in

Register

Billing Name *Phone

Email address *

Password *

Your personal data will be used to support your experience throughout this website, to manage access to your account, and for other purposes described in our [privacy policy](#).

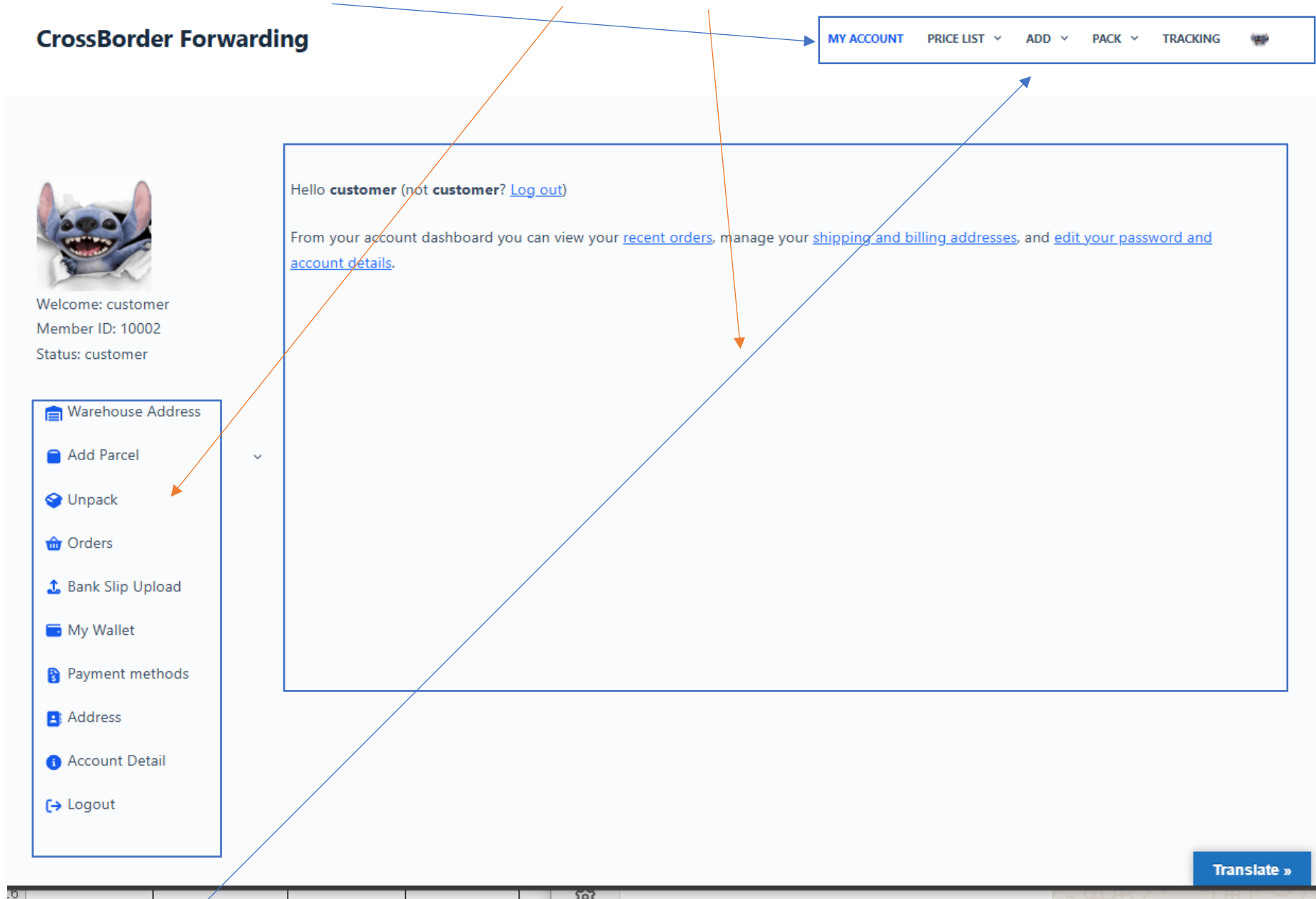
Register

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Translate »

用户主页面介绍

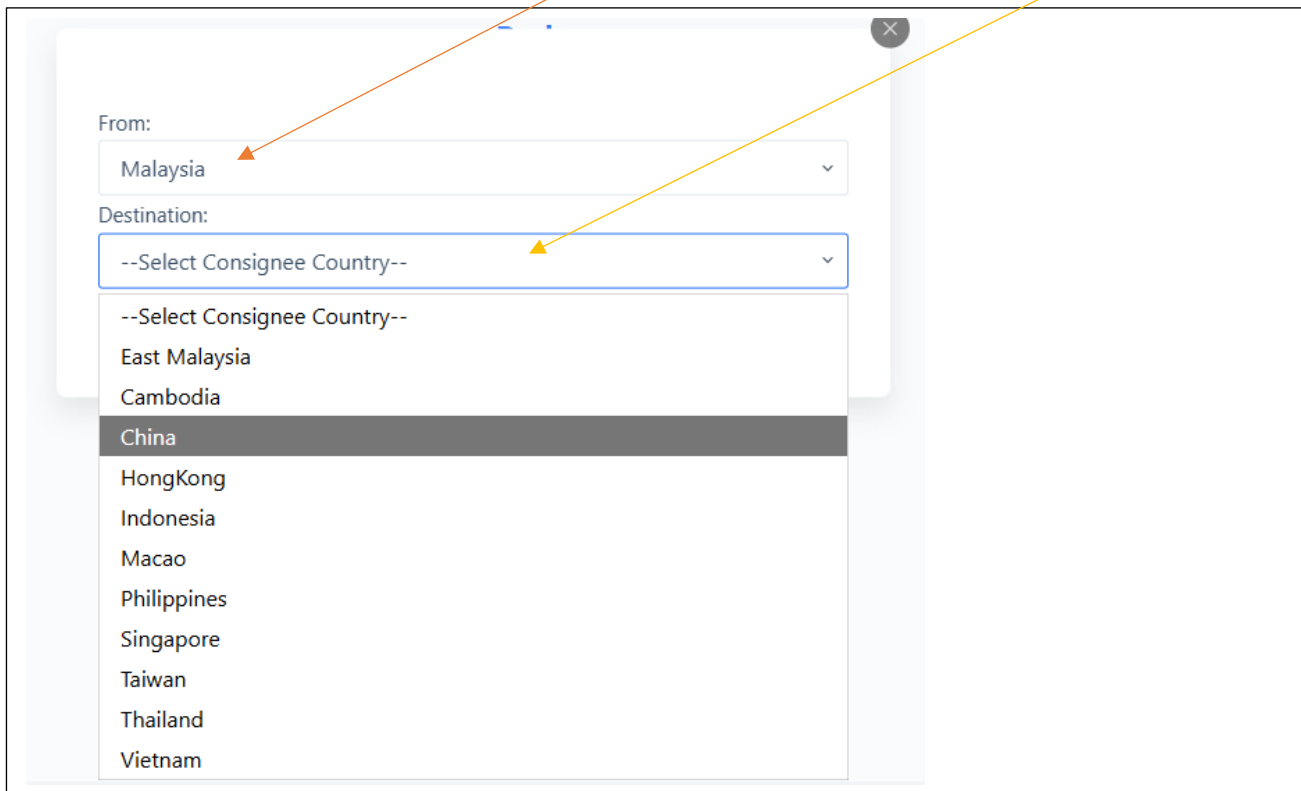
用户界面主要分成三区域，上方为主菜单，左栏为用户菜单，右边是菜单内容



上方主菜单分别是 我的账号[My Account]，渠道价格表[Price List]，添加[Add]，包裹[Pack] 运单查阅[tracking]，和一个小的账号键

如何入库包裹管理

当指向添加[ADD Parcel] 后弹出小窗口，包裹来源地[From]， 和要送往的国家[Destination]，若包裹是要运到马来西亚就选择 malaysia。如果要将包裹从马来西亚运到中国， [From]选 Malaysia， [Destination]选 China



The screenshot shows a dialog box for adding a parcel. It contains two dropdown menus: 'From:' and 'Destination:'. The 'From:' dropdown is set to 'Malaysia'. The 'Destination:' dropdown is open, showing a list of countries with 'China' selected. An orange arrow points to 'Malaysia' in the 'From:' dropdown, and a yellow arrow points to 'China' in the 'Destination:' dropdown.

From:

Malaysia

Destination:

--Select Consignee Country--

--Select Consignee Country--

East Malaysia

Cambodia

China

HongKong

Indonesia

Macao

Philippines

Singapore

Taiwan

Thailand

Vietnam

如何将包裹从国外运到马来西亚 (预报包裹方式)

进入预报界面收，点选[Destination]选择包裹目的地国家(可以先勾选渠道)，填上 Tracking No，将品名 Product Name，产品类型 Good Type，数量 Qty 和价值 Declared Value 也填上，如果需要备注 Remark 也填上，之后点击[Next]

Warehouse Malaysia

Destination

Channel China

China

Air Fast

Tracking NO *

Products Name

Goods Type

QTY

Declared Value

CMY202607210

DP

General

1

25

Remark

电脑配件

Parcel Status *

Listed Date

Draft

KG

M3

CBM

Dimensi (cm)

Length x Depth x Height

Next

Good type 决定了可用的的渠道的，物品类别非常重要

仓库员填写测量后的包裹重量和相关数据

只有收到的包裹和测量后才会填上相关测量数据

进入确定页面，点击[Submit]提交

Warehouse Malaysia

Summary

Tracking No:CMY202607210-Af /Products:DP /Goods Type:General /QTY:1 /Value:25 /Remark:电脑配件 /Date:
/Weight:KG; M3; CBM /Dimensi:

Previous

Submit

完成提交后请耐性等待包裹入仓。在包裹收到后，管理员会测量并完善包裹的重量尺寸到您的数据。
点击并提交已经完善的数据，下面为提交完善数据步骤

以下为还未入库的包裹，上架的包裹是已经填上入库时间 Listed Date，公斤段 KG 和立方段 cbm

Warehouse Malaysia

Destination

Channel China

China

Air Fast

Tracking NO *

Products Name

Goods Type

QTY

Declared Value

CMY202607210

hdmi

General

1

100

Remark

component monitor

Parcel Status *

Listed Date

Draft

KG

M3

CBM

Dimensi (cm)

5x5x5

Next

已经上架的包裹和申报完成的才能待下单，在 Parcel Status 选择[Final]，并勾 Checkboxes，点击[Next]

Warehouse Malaysia

Destination

China

Channel China

Air Fast

Tracking NO *

CMY202607210

Products Name

hdmi

Goods Type

General

QTY

1

Declared Value

100

Remark

component monitor

Parcel Status *

Final

Listed Date

07/20/2026

KG

1.07

M3

CBM

0.33

Dimensi (cm)

5x5x5

Checkboxes *

☒ Yes

Next

之后会进入确定页面， 点击[Update]将包裹送到等待下单区

Warehouse Malaysia

Summary

Tracking No:CMY202607210-Af /Products:hdmi /Goods Type:General /QTY:1 /Value:100 /Remark:component monitor /Date:07/20/2026 /Weight:1.07KG; M3; 0.33CBM /Dimensi:5x5x5

Previous

Update

这里是等待下单的包裹，在相关包裹清单栏的右下点击[Pack Now]打包相关包裹

Pending Packing

China

Hong Kong

Indonesia

Japan

Korea

Malaysia

Taiwan

Thailand

Malaysia to Cambodia

No Entries Found

[Pack Now](#)

Malaysia to China

Tracking NO	Products Name	Goods Type	KG	M3	CBM
CM20260190-Af	red	General	1		0.3
CMY202607210-Af	hdmi	General	1.07		0.33

[Pack Now](#)

如何将包裹从国外运到马来西亚 (不预报包裹方式)

如果不事先选择预报，在寄包裹到相关仓库前，记得查看包裹仓库地址和填写相关会员号，可以到左栏用户菜单点击[warehouse address]查看



Welcome: customer
Member ID: 10002
Status: customer

- Warehouse Address
- Add Parcel
- Unpack
- Orders
- Bank Slip Upload
- My Wallet
- Payment methods
- Address
- Account Detail
- Logout

Warehouse Address

CHINA

Guangzhou China to Malaysia Sea Freight

510450

18665696389/18702018615/18702031395 (Contact)

Warehouse Address (Guangzhou Sea Freight)

Recipient Klang-valley, North & EastCoast Malaysia Only:
广州市,白云区大朗北路大朗生活区523A公交车总站对面云第仓库,邮编510450 (YD-ICTP-10002)

Recipient Johor Malaysia Only:
广州市,白云区大朗北路大朗生活区523A公交车总站对面云第仓库,邮编510450 (NX-ICTP-10002)

Recipient Sarawak Only:
广州市,白云区大朗北路大朗生活区523A公交车总站对面云第仓库,邮编510450 (KU-ICTP-10002)

Recipient Sabah Only:
广州市,白云区大朗北路大朗生活区523A公交车总站对面云第仓库,邮编510450 (KK-ICTP-10002)

Yiwu China to Malaysia Sea Freight

15088263934 (contact)

Warehouse Address (Yiwu Sea Freight)

四海大道1666号宝湾国际物流园6栋2分区一楼6号门 (RD-IC-10002)

Guangzhou China to Malaysia Air Freight

17727624327 (contact)

Warehouse Address (Air Freight)

广东省广州市白云区钟落潭白沙商贸城浏阳街十七号一楼 (ICTP-10002)

右边显示每个渠道仓库的地址，地址最后会附上相关渠道的[唛头+账号]，务必填写

[唛头+账号] = (YD-ICTP-10002)

仓库员会根据包裹的[唛头+账号]帮会员入库，会员只需要为入库的包裹补上产品名，产品类别，价值和数量

如何下单 1

客户可以在 Parcel 栏选择要打包的包裹，在 Tracking No 下点击要打包的包裹，一次点击一个

Orders my2cn

Packing No

Destination Air

Freight

MYCN260000

Area A

Air Freight

Parcel

1. Tracking No

cbm

kg

Type

1. ☒ CM20260190-Af

1

2. ☐ CMY202607210-Af

Detail

Tracking No:CM20260190-Af /Products:red /Goods Type:General /QTY:50 /Value:500 /Remark:ass /Date:07/19/2026 /Weight:1KG; M3; 0.3CBM /Dimensi:21x21x21

+ Add

- Remove

Packed

CM20260190-Af

Goods Type

Include

Total Weight KG

☐ General

☐ Tax

1

☐ Sensitive

☐ Special

☐ Super

Orders my2cn

Packing No MYCN260000 Destination Air Area A Freight Air Freight

Parcel

1. Tracking No cbm kg Type
1. ☒ CM20260190-Af
2. ☐ CMY202607210-Af

Detail
Tracking No:CM20260190-Af /Products:red /Goods Type:General /QTY:50 /Value:500 /Remark:ass /Date:07/19/2026 /Weight:1KG; M3: 0.3CBM /Dimensi:21x21x21

1. Tracking No cbm kg Type
1. ☐ CM20260190-Af
2. ☒ CMY202607210-Af

Detail
Tracking No:CMY202607210-Af /Products:hdmi /Goods Type:General /QTY:1 /Value:100 /Remark:component monitor /Date:07/20/2026 /Weight:1.07KG; M3: 0.33CBM /Dimensi:5x5x5

Packed
CM20260190-Af, CMY202607210-Af

Goods Type Include Total Weight KG
☒ General ☐ Tax 3
☐ Sensitive
☐ Special
☐ Super

Route List

General Air AA
3G

Quotation Air AA

Charges 3G AA
117

Additional

Extra Long/weight Charges Remote Area Charges Handling Charges Total Charges
117.00

Consent
☒ Yes, I agree with the [privacy policy](#) and [Terms&Conditions](#).

如果要多个包裹一起打包，点击[Add]

如果要移除相关选择，在相关栏点击[Remove]

系统会根据每个包裹进行重量计算

在 Good Type 选择货物类型，并在 Route List 下选择相应的渠道

报价会在 Quotation 的 Charges 里显示

如果包裹需要其它费用，会在 additional 里附上上

在点击[Submit]提交前，记得勾选 Consent

如何下单 2

提交订单后，请填写收货人讯息，包括地址和联系号码。如果填写的地址不符合渠道的规范，此订单是无法完成提交。所以务必注意在此前的提交信息必须正确，最重要是渠道的收货地点(Destination)。确定信息无误后，点击[Place order]提交订单

Billing details

Billing with a different address

First name *

saiful

Last name *

mohamad

Company name (optional)

xinghai trading

Country / Region *

Malaysia

Street address *

123, jalan bukit

Town / City *

muar

State / County *

Johor

Postcode / ZIP *

84000

Phone *

0123454534

Email address *

hblogger@hires64.com

Your order

Product	Subtotal
China GZ Johor SEA Freight g03 × 180	
Packing No.: 20250805062138	
Weight (KG/CBM): 0.50	RM180.00
Listing: Item List:- tshirt - - - - -	
Subtotal	RM180.00
Shipping	
Freight rate	
SST	RM10.80
Total	RM190.80

☒ Pre Order

Please remit payment after order approval.

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

Place order

无法提交的情况，收货地点和渠道不符合，将会出现以下的提示 (无法提交案例)

Billing details

Billing with a different address

First name *

saiful

Last name *

mohamad

Company name (optional)

xinghai trading

Country / Region *

Malaysia

Street address *

123, jalan bukit

Town / City *

ampang

State / County *

Perak

Postcode / ZIP *

68000

Phone *

0123454534

Email address *

hblogger@hires64.com

Your order

Product	Subtotal
China GZ Johor SEA Freight g03 × 180	
Packing No.: 20250805062138	RM180.00
Weight (KG/CBM): 0.50	
Listing: Item List:- tshirt - - - - -	
Subtotal	RM180.00
Shipping	
There are no shipping options available. Please ensure that your address has been entered correctly, or contact us if you need any help.	
SST	RM10.80
Total	RM190.80

☒ Pre Order

Please remit payment after order approval.

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

Place order

成功提交订单后，总结表将会出现，如下。提交订单后请耐心等待管理员审核。订单完成审核才能进行付款。(成功提交案例)

Checkout

🔔 Thank you. Your order has been received.

Order number: OD-250805027	Date: 2025-08-05
Email: hblogger@hires64.com	Total: RM190.80
Payment method: Pre Order	

Order details

Product	Total
China GZ Johor SEA Freight g03 × 180 Packing No.: 20250805062138 Weight (KG/CBM): 0.50 Listing: Item List- tshirt - - - - -	RM180.00
Subtotal:	RM180.00
Shipping:	Freight rate
SST:	RM10.80
Total:	RM190.80

Billing address

saiful mohamad
xinghai trading
123, jalan bukit
muar
Johor
84000
0123454534

Shipping address

saiful mohamad
xinghai trading
123, jalan bukit
muar
Johor
84000

订单提交后，管理员会进行审核，审核通过后才能进行付款操作。

客服或管理员会联系客户当订单审核通过。

如何付款

在用户左边的菜单栏点击 **Orders**，右边显示所有的订单，选择想要付款的[订单号]并点击同行列右边的 **Pay** 进行付款。



Welcome: customer
Member ID: 10002
Status: customer

- Warehouse Address
- Add Parcel
- Unpack
- Orders**
- Bank Slip Upload
- My Wallet
- Payment methods
- Address
- Account Detail
- Logout

Filter by: [Processing \(2\)](#) - [On hold \(4\)](#) - [Completed \(4\)](#) - [Verify pending \(3\)](#) - [Waiting payment \(4\)](#) - **All statuses (17)**

Order	Date	Status	Total	Tracking	Actions
#OD-250805028	2025-08-05	Waiting payment	RM201.40 for 190 items		Pay View Cancel
#OD-250805027	2025-08-05	Verify pending	RM190.80 for 180 items		View
#OD-250731021	2025-07-31	Verify pending	RM120.84 for 114 items		View
#OD-250731020	2025-07-31	Verify pending	RM120.84 for 114 items		View
#OD-250731019	2025-07-31	Processing	RM120.84 for 114 items		View Pro-forma Invoice
#OD-250731018	2025-07-31	Completed	RM120.84 for 114 items		View Pro-forma Invoice

订单状态贴士：订单待审核[verify pending], 订单待付款[waiting payment], 订单付款审核[on hold], 出件处理中[processing], 完成的订单[complete]

可以点击 filter by 列里的状态，更好的过滤订单并进行管理。另外也可以点击订单的 view 查看订单运输状态

点击 Pay 后会转到此页面显示付款方式和付款细节。当点击[Pay for order]后会转到收款银行讯息的页面，请根据相关信息进行付款，记得保留 Bank Slip 并将此 slip 提交到系统的进行收款审核。

Product	Qty	Totals
China GZ Klang Valley SEA Freight g03 Freight: SEA CBM Goods Type: General First CBM: 0.3 Packing No.: 20250805071956 Weight (KG/CBM): 0.50 Listing: Item List:- amd - - - - -	× 190	RM190.00
Subtotal:		RM190.00
Shipping:		Freight rate
SST:		RM11.40
Total:		RM201.40
Payment method:		Pre Order

☒ Direct bank transfer

Make your payment directly into our bank account. Please use your Order ID as the payment reference. Your order will not be shipped until the funds have cleared in our account. And please upload payment slip to system

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

Pay for order

付款方式支持: 线下银行转账 和 充值付款(wallet)。您可以事先充值户口，用余额付款，这样能更快和省时间(参考充值方式)

将 Bank Slip (水单) 上传到系统

完成付款后，务必将 Bank slip 提交到系统，点击[Bank Slip Upload]，点击类别[Payment]，填写[订单号]和数额，把 slip 上传，并点击[Submit]提交。提交后会进行审核，确认收款后的订单就会立刻处理安排出库。



Welcome: customer
Member ID: 10002
Status: customer

Warehouse Address

Add Parcel

Unpack

Orders

Bank Slip Upload

My Wallet

Payment methods

Address

Account Detail

Logout

Upload bank in slip

Type

Payment

Order Number *

OD-250808008

Amount *

Upload file

Choose File

No file chosen

Submit

温馨提醒

上载文件只支持 jpg, png 和 pdf

订单号格式样本:

OD-250805011

电子钱包充值方式

在客户左栏菜单点击[Bank Slip Upload]，选择[Wallet Topup]，输入数额，将 Bank-in Slip 上载到此处，最后提交。

The screenshot shows a web interface for uploading a bank slip. On the left is a sidebar with a user profile and a menu. The main area is titled 'Upload bank in slip' and contains a form with several fields and buttons. Orange arrows point from the instructional text to specific elements: 'Bank Slip Upload' in the menu, 'Wallet Topup' in the 'Type' dropdown, the 'Amount' input field, the 'Choose File' button, and the 'Submit' button.

Left Sidebar:

- Welcome: customer
- Member ID: 10002
- Status: customer
- Warehouse Address
- Add Parcel
- Unpack
- Orders
- Bank Slip Upload
- My Wallet
- Payment methods
- Address
- Account Detail
- Logout

Main Content Area:

Upload bank in slip

Type: **Wallet Topup**

Amount *

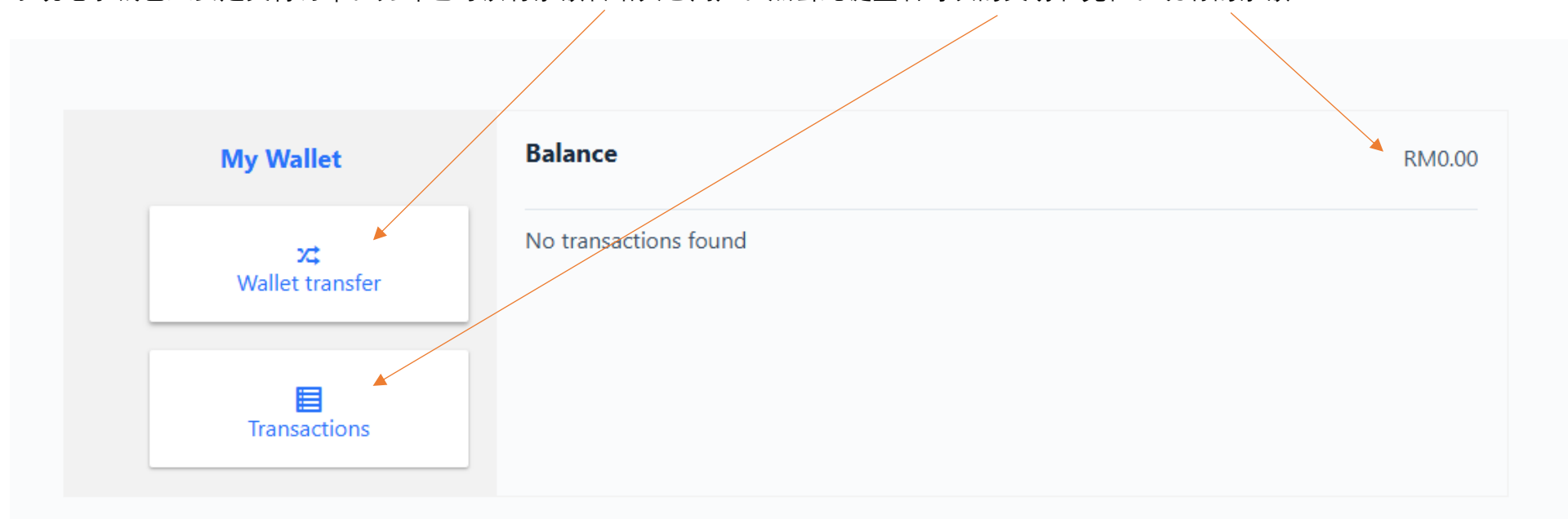
Upload file: **Choose File** (No file chosen)

Bank Account Detail
Please reload to below account & upload bank in slip
Beneficial: **iCommerce Logistic Sdn Bhd**
Account: **8606065734**
Bank: CIMB
Swift: CIBBMYKLXXX

Submit

电子钱包

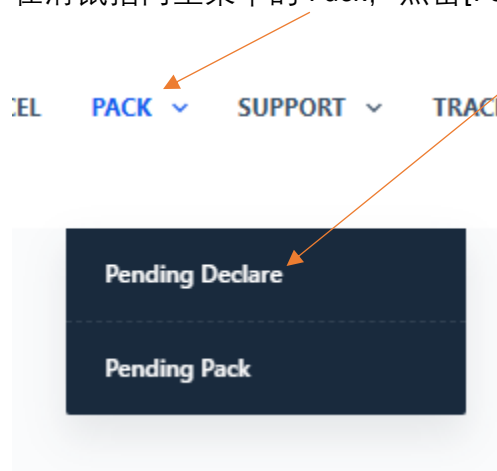
系统电子钱包主要是支付订单。另外也可以将余额转给其它用户。点击此键查看每次的交易和充值。现有的余额



温馨提醒：充值请回到左栏目录的 Bank Slip Upload，参阅[电子钱包充值方式]

如何查看包裹清单

在滑鼠指向主菜单的 Pack， 点击[Pending Declare]来查看待处理的包裹。所有仓库刚收到的包裹件都会保存在[Pending Declare] 里



待处理包裹 Pending Declare

左边栏是包裹所在的国家仓库

右边是还未打包，等待申报和重量待输入的包裹

点击[Upgrade]打开进行包裹处理，申报和确定提交打包

包裹等待下单的连接

Pending Declare

China

Hong Kong

Indonesia

Japan

Korea

Malaysia

Taiwan

Thailand

Vietnam

China Warehouse

Tracking NO	Products Name	Goods Type	QTY	Declared Value	KG	M3	CBM	edit
MM2026250	茶具	General	1	1000	1		0.3	Upgrade

[PACKING NOW](#)

打开内后，编辑包裹，品名，种类，数量，价值。
仓库管理员已经称重，并数据填上

Warehouse China

Destination

Channel My

Malaysia

Tracking NO *

Products Name

Goods Type

QTY

Declared Value

MM2026250

茶具

General

1

1000

Remark

Parcel Status *

Listed Date

Draft

07/24/2026

KG

M3

CBM

Dimensi (cm)

1

0.3

25x25x25

Next

只有完善重量的包裹可以提交待下单，按此键提交

查看等待下单的包裹

Pending Packing 是待下单的包裹

左边是仓库国家，右边显示中国仓库有包裹是要送往马来西亚，按[Pack Now]下单

Pending Packing

China

Hong Kong

Indonesia

Japan

Korea

Malaysia

Taiwan

Thailand

Vietnam

China to Indonesia

No Entries Found

[Pack Now](#)

China to Malaysia

Tracking NO	Products Name	Goods Type	KG	M3	CBM
1002954		General	355		2.41
1002878		General	644		3.36
1002870		General	4		0.02

[Pack Now](#)

China to Mexico

No Entries Found

[PARCEL DECLARE](#)

要下单，请参看以上教程 [如何下单 1]

如何查看运单

点击左栏菜单的[orders]，选择相应的订单可以查看运送状态
2 种运单查询方式，可以点击此栏的运单号查看细节

Warehouse Address

Add Parcel

Unpack

Orders

Bank Slip Upload

My Wallet

Payment methods

Address

Account Detail

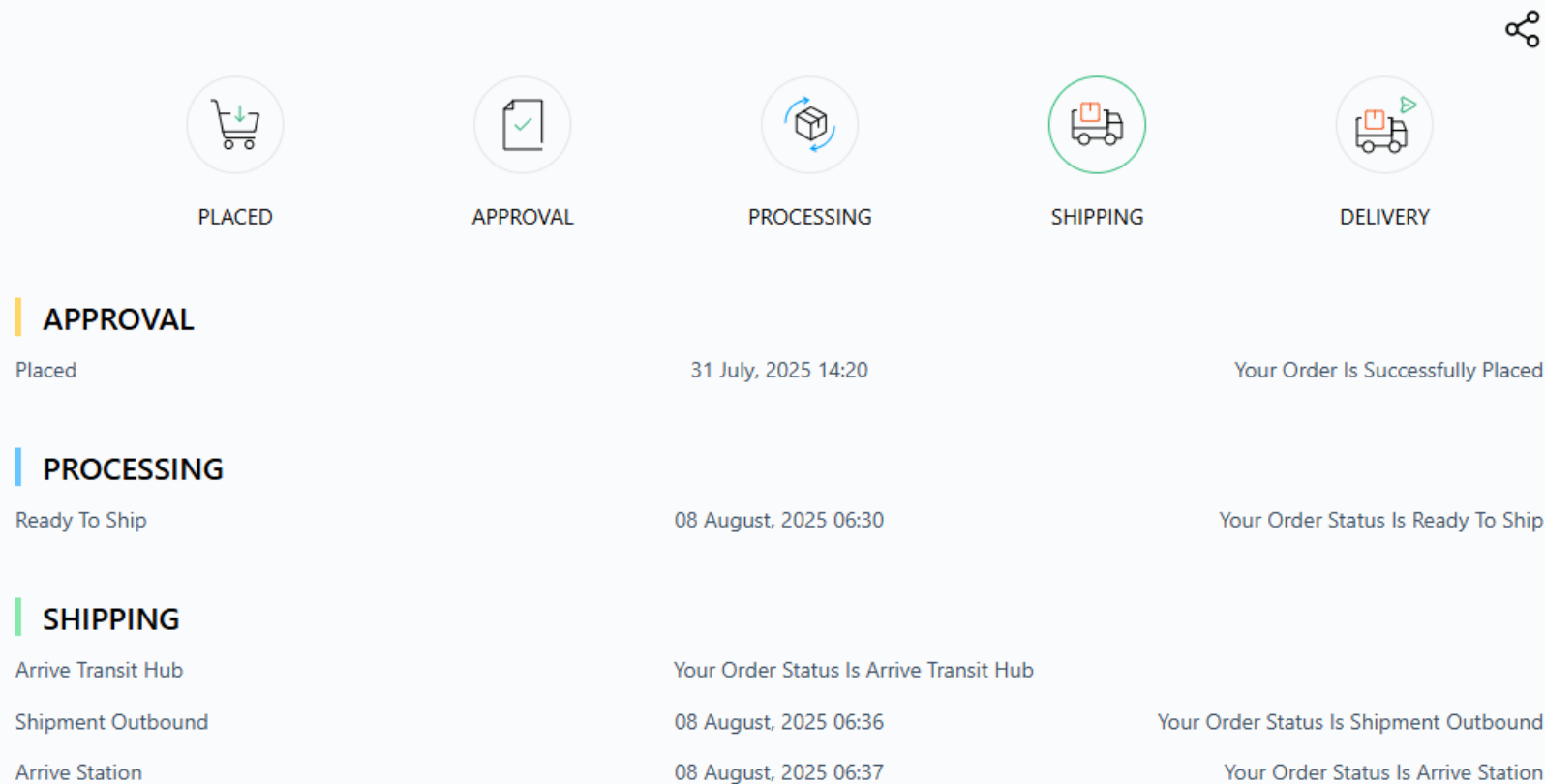
Logout

#OD-250718010	2025-07-18	Waiting payment	RM213.06 for 201 items		Cancel
#OD-250718009	2025-07-18	On hold	RM1.06 for 1 item		Pay
#OD-250718008	2025-07-18	Completed	RM109.18 for 103 items	M202507141307200	View
#OD-250709005	2025-07-09	Processing	RM116.00 for 66 items	60850748730896	Pro-forma Invoice
#4002	2025-07-04	Waiting payment	RM150.00 for 150 items		View
#OD-250703001	2025-07-03	Completed	RM179.00 for 50 items		Cancel
#408	2025-07-02	Completed	RM53.00 for 53 items		View

温馨提醒

此栏目显示最新的状态

点击运单号就可以查看运输的状态细节



发票申请
 点击已完成的运单的[Invoice Request]申请



Welcome: pelanggan
Member ID: 10003
Status: customer

- Warehouse Address
- Add Parcel
- Unpack
- Orders**
- Bank Slip Upload
- My Wallet
- Payment methods
- Address
- Account Detail
- Logout

Filter by: [Processing \(1\)](#) - [On hold \(1\)](#) - [Completed \(5\)](#) - [All statuses \(7\)](#)

Order	Date	Status	Total	Tracking	Actions
#OD-250801024	2025-08-01	Completed	RM120.84 for 114 items	60850748730896	View Invoice Request
#OD-250729017	2025-07-29	On hold	RM140.84 for 114 items		View
#OD-250729016	2025-07-29	Processing	RM120.84 for 114 items		View
#OD-250729015	2025-07-29	Completed	RM120.84 for 114 items		View Invoice Request
#OD-250708004	2025-07-08	Completed	RM102.00 for 102 items		View Invoice Request
#OD-250707003	2025-07-07	Completed	RM21.00 for 21 items		View Invoice Request

填写相关开票资料后提交

⬅️ back

Company Name

Registration NO.

Tax ID Number

SST Registered

☐ Yes

Personal Information

Contact

Email (for receive invoice)

Address

Submit

发票通过此电邮接收