WBCT Gate Process-

INGATING-

Enter Terminal through standard procedure at the ingate and have credentials verified by security.

Once inside, bypass all pedestals and lines and park in trouble parking

Report directly to Window A trouble clerk who will take down all necessary information for the desired transaction type

Once this information is taken, the Window A clerk will then email this information to the Trouble Window C clerk.

Once Window C trouble clerk receives this email, the clerk will then produce a gate pass and EIR in slip with details of the transaction.

Please verify information on the ticket matches the desired transaction type.

If there is a discrepancy in the EIR ticket, please take it to Window A to inform the clerk of the issue.

OUTGATING-

If your ticket does not automatically print at the outgate, please exit your truck and report to trouble Window A. At that time the clerk will process the outgate ticket and you will either receive your ticket from Window C, or directly at the outgate pedestal. To better service you, please ensure you are outgating at lanes 1-6 so that you are in close proximity to the Trouble windows A and C in the event you need to exit your truck and report to the trouble window.

WBCT Expectations-

As a driver on this terminal you are expected to comply with all safety and traffic rules. If found in violation, your Driver's License will be banned from WBCT indefinitely.

As a driver on this terminal you are expected to conduct yourself in a professional and respectful manner. If you are found using vulgar language, making threats and/or conducting yourself in a violent manner, your Driver's License will be banned from WBCT indefinitely.

WBCT Yard Process-

Empty In- When you receive your EIR slip for your empty in, the ticket will direct you to report to one of several yard pedestals. You will NOT follow this message and you may park your empty on wheels in the yard.

Export In- When you receive your EIR slip for your load in, the ticket will direct you to report to one of several yard pedestals. You will NOT follow this message and you may park your load on wheels in the trouble parking area or one of the adjacent rows. This will allow us to locate this export for the vessel loading.

Empty Out- When you are at the Trouble Window A receiving your gate slips, you will be given a ticket and direct to a spot in yard where your empty is. This empty will already be on wheels. If there does not happen to already be any empties on wheels, we will alert our yard department to mount one to wheels at that time.

Import Out- This process will remain unchanged. When you receive your EIR for your load out, it will direct you to the yard spot to pick it up. Dock Alofts are present at transtainers to direct you where to line up for your delivery.

Express Gate-

Please note that WBCT uses an appointment system for Imports, Empties In, and Exports. You will need to make an appointment for each of these transactions. While you are making your appointment it will also ask you for additional information such as tractor plate, Chassis #, Chassis weight, Container number, PIN # etc. If all information is successfully input you may report to the ingate pedestal for an underlined automated transaction which will automatically print your gate slips. Please note that leaving out information while making the express gate appointment will lead to a manual transaction.