1. **Step 1: BL Draft - Notification**

If you have subscribed for notifications, you will receive an email notification when a Draft is published. For more information, please refer to Notification tab mentioned under eBusiness / Account Management / Notification Setup.

Example of email notification:

![Draft email notification]

**References & Parties:**

2. **Step 2: Log into the CMA CGM Group Web site and go to eBusiness / Draft to be Reviewed**

- CMA-CGM  [https://www.cma-cgm.com/](https://www.cma-cgm.com/)
Step 3: BL Draft Modification

Click on document # to open, amend or approve the draft BL.

Click here to open the draft BL in PDF format.

Click here if you want to amend the draft BL.

Click on the “Approve” button to approve the draft BL after reviewing it.
BL Modification:

Once the **Modify** button is clicked, the draft BL is opened in editable mode as follows:

Once you have made all the changes, press **Submit** to send your corrections/amendments to the CMA CGM Group Agency.

Whether you **approve** or **request modifications** on your draft BL, a **comment text box** is available at the bottom of it for you to express further requirements or remarks. Make sure to fill it before you submit:
Mass Approval/Quick Approval:

Mass Approval is the process to review, approve and/or amend multiple draft BL’s. Quick Approval is the process to approve or amend multiple draft BL’s without reviewing them.

Select more than one BL and click on Actions menu as shown below

Next screen:

For any question, please contact email ecustomersupport@cma-cgm.com