

When should deliveries be booked into the CFCs?

POs will be available to book in the Descartes Dock Appointment Scheduling portal in line with the standard lead times agreed with your Demand Planner.

What happens if I can't book a suitable time?

If you are unable to meet the booking time dedicated in the Descartes Dock Appointment Scheduling portal, **you can request to deliver at a different time**. Please enter the reason for rescheduling request in the comment box on the Create Appointment Request page.

Requests to amend delivery times will be reviewed by Supply Chain and you will receive approval via email.

Comment	Saved By

Private:

Comments time is in DC local time zone (unless noted otherwise)

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