



Date:
17/02/2015

Subject: Revised Timings of ADT Documentation Counter

Ref:
KPCT/2015/CIR/2

Dear Valued Customers,

Please note effective 1st March, 2015 following will be the working times at ADT Documentation Centre counters:

From:
Abu Dhabi Terminals

ADT Documentation Counter Working Timings

To:
All Shipping Lines,
Agents, Traders,
Transporters and Port
Users

Week days : Sunday to Saturday

Timings : 0700 hours to 2300 hours

Note: The online customer help-desk will be working 24X7 as usual.

ADT cash counters for receiving cash/cheque payments against truck visit appointments will remain same i.e. weekdays (Saturday to Thursday) from 0800 hours to 1600 hours.

All customers are hereby requested to approach documentation centre within above timings if they intend to avail ADT documentation services.

We would like to reiterate that ADT's online truck visit appointment facility allows customers to create appointments without coming to documentation centre. It is also a more reliable and cost saving mode of making appointments.

We look forward to your support and cooperation in this regards.

If you require any further clarification, please feel free to contact as follows.

Emergency Contacts:
(From 2300 until 0700 Hrs.)

Mobile: +971 (50) 5925297/1210050

**Documentation Centre/
Online Customer Help-Desk:**

Kpgatespr@adterminals.ae
Kpgatedoc@adterminals.ae
Tel: +971 2 492 5148/ 5149

Shift Manager:

Kp.shiftmanager@adterminals.ae
Mobile: +971 (55) 9008035

Customer Service:

Kp.customer@adterminals.ae

For Abu Dhabi Terminals
Customer Service
Abu Dhabi Terminals
Khalifa Port Container Terminal

