Florida East Coast Railway

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FECR CONNECT
Customer User Manual
Releasing Rail Cars
With Spotting Instructions

Effective October, 2017

Connecting Florida to the world

GrupoMéxico
TRANSPORTES

Welcome to FECR Connect!

Florida East Coast Railway. Connecting Florida to the world.

Below are quick links to FECR Connect applications. Click a thumbnail to open that application or hover over a thumbnail for a description. If you do not see any quick links please contact support.

For any questions or issues, please contact FECR Connect support at 1-800-824-2330, option 1

Once logged into FECR Connect, please select the **Release Railcars** application to release empty and request in loaded cars.

Releasing Railcars Empty

To release railcars from your FECR Connect dashboard, you can use one of two ways.

1. Release a single car.
2. Release a group of cars at once.

1. To release a single railcar empty, click on the ↗ (up arrow icon) on the left side of the screen

   The following window below will generate. When releasing railcars empty, the spotting instructions will be <u>automatically removed</u>. **Only apply instructions of car needs mechanical assistance. Describe the defect or assistance needed.**

   To continue releasing the railcar, check the **"Empty"** tab and click submit. Once the railcar has been successfully released, you will receive a "Release Successful" message. You will also receive an email confirmation of the release for your records.
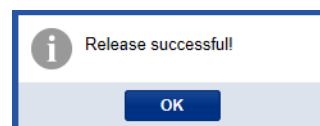
NOTE: When reloading a railcar with an outbound commodity or dunnage material, please choose the **<u>Reloaded</u>** option. The reloaded option will unlock once an outbound waybill has been created using the Order Entry application of Connect.
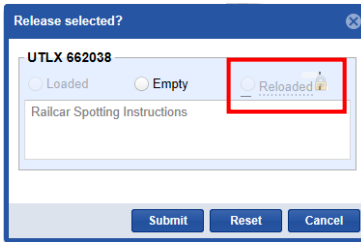
2. To release multiple cars, place a ✔ on the left side of the screen for each car you would like to release. Once all desired cars are check marked, click on the release button at the top of the screen.
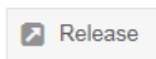
Please ensure all spotting instructions are removed by clicking on **"Remove All Instructions."** To continue releasing the railcars, check the **"Empty"** tab in green to mass release. Next, click on submit to release all cars selected.