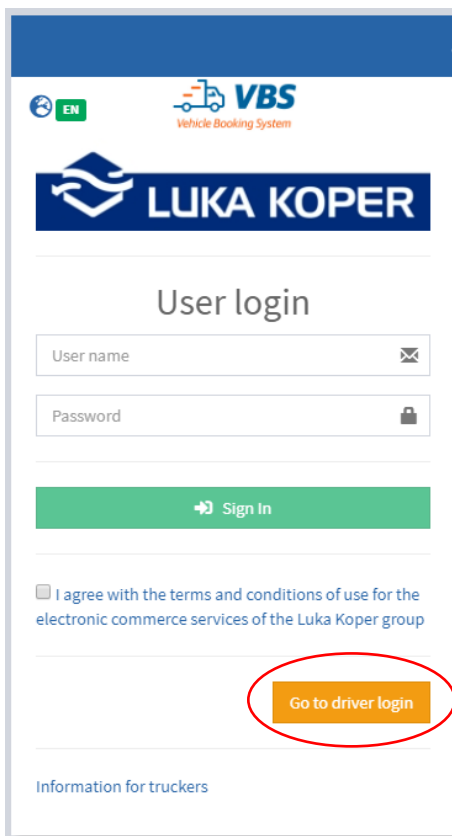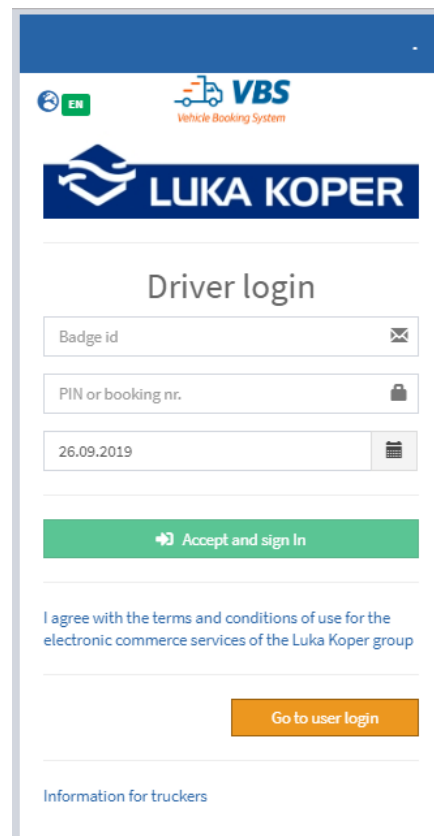# VBS Instructions for Drivers

Truck drivers can access the VBS login window via the link https://vbs.luka-kp.si. By clicking the link, a **User login** window opens where drivers who already have the *VBS user account*, can sign in. Drivers without a VBS user account should click the yellow icon **Go to driver login** on the bottom right corner. In this window, a **Badge id** and **PIN or booking number** must be entered by the driver. The Badge id (one-time pass) is obtained by the driver at the external Truck Terminal, whereas the PIN or booking number is given to the driver by the freight forwarder or haulier. As already mentioned above, these data have to be entered into the **Driver login window**. Attention: the date of booking is automatically set at the current date and the driver must entered the correct (desired) booking date.
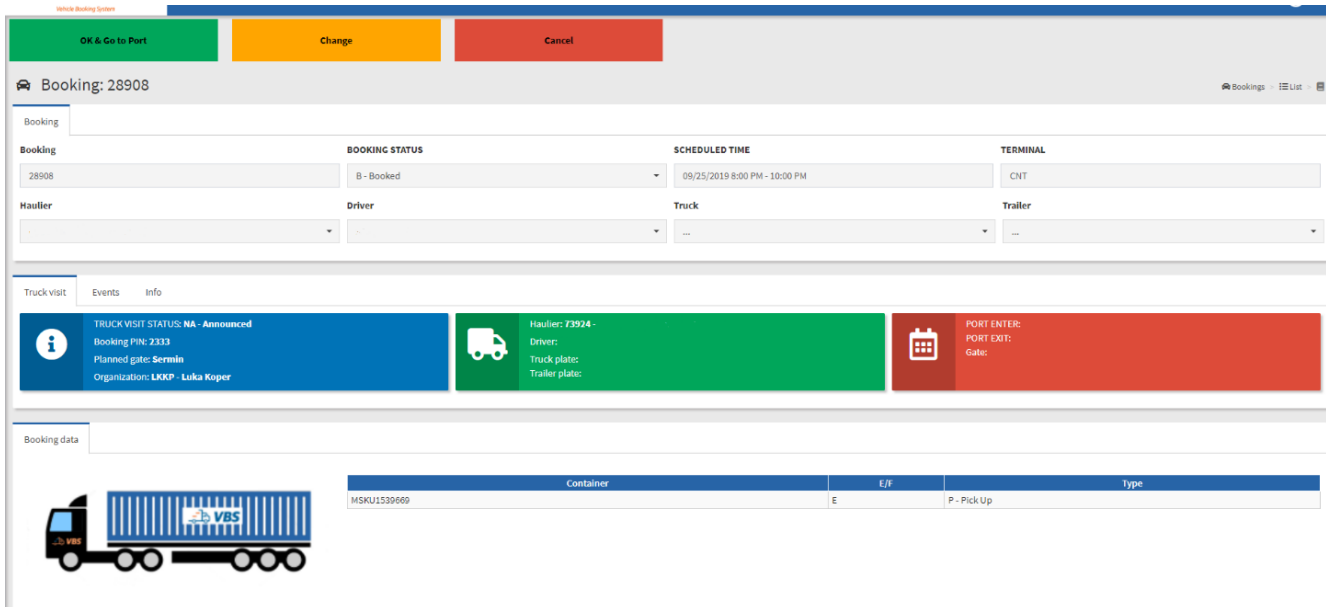
Link: https://vbs.luka-kp.si

After entering the **Badge id** and **PIN or booking nr.**, a screen opens: there, the driver examines the data and by selecting **OK & Go to port** (green field), he confirms the booking. The truck can enter the port at the beginning of the scheduled time.
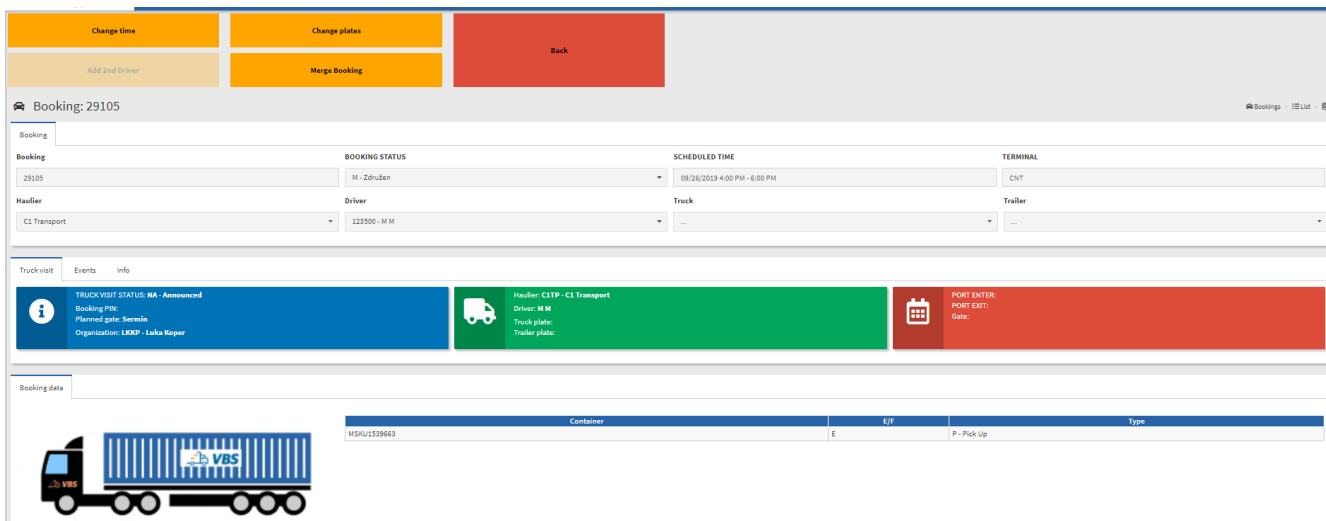

In case the driver needs to change the booking data, the **Change** function is to be selected. In this case, a window opens which allows the driver to **Change time** of truck's time of arrival and **Change plate** of the truck/trailer. By selecting **Merge Booking** option, two bookings can be merged and the function **Add 2nd driver** allows the driver to also include another driver.