



## **Notes on migration when using the Local Card Reader**

*(Version 01 – 2024/04)*

If you currently use the Local Card Reader for the Fleetboard services Mass Memory Download and/or Driver Card Download, please be aware that in the New Fleetboard Portal the Local Card Reader will no longer be supported. Instead, we provide you with an enhanced solution to elevate your experience and streamline your operations: The Fleetboard Remote Card Hosting. Please execute the following steps to switch to new card hosting solution.

### **Benefits of the Fleetboard Remote Card Hotel Hosting**

- Improved quality of the Services Fleetboard Driver Card Download and Mass Memory Download
- 24/7 access to your company card for convenient management
- Reduced authentication time, ensuring a more efficient workflow
- Daily DCDL and MMDL capabilities for real-time insights
- Higher system quality and stability
- No hardware issues at your end, providing a seamless experience

### **Necessary steps to undertake**

With one company card you can manage around 50 vehicles of your fleet. The amount of company cards for the Card Hotel is to be derived based on your fleet size. E.g. for a fleet of 200 trucks, consider allocating 4 Company Cards.

1. **Check availability of a Company Card for the Card Hotel provisioning:** if there is already two or several registered cards available, proceed with Step 3.

2. **If no additional company card is available:** Please order additional Company Cards as soon as possible.
3. **Prepare mandatory delivery note** (available in download area): Fill it out as described on the letter and place the company card(s) as pictured in the form.
4. **Dispatch company cards to our partner DAKO GmbH:** Send the delivery note (including tracking number) with the company card(s) to DAKO in letter format to the following address:  
  
*DAKO GmbH  
Fleetboard Card Hotel  
Brüsseler Str. 22  
07747 Jena  
Germany*
5. **Automated integration into DAKO Card Hotel:** Your company card(s) will be integrated into the Card Hotel by DAKO and Fleetboard automatically. You will recognize the change in the Fleetboard Cockpit in the Tachograph Configuration view.

After executing all preparatory steps, we will approach you again at a later point in time for the migration of your fleet to the new Fleetboard Portal. A separate communication with detailed information will follow.

**Do you still have questions?** Then please take a look at our FAQs on the Fleetboard website or after the migration in the Support Center in the Fleetboard Portal. If you have any technical problems, please contact support.

DAKO GmbH  
Fleetboard Kartenhotel  
Brüsseler Str. 22  
07747 Jena

Date: \_\_/\_\_/\_\_

**Delivery note: company card(s)**

Dear All,

Please complete this delivery note for sending your #\_\_\_\_ company card(s) and return it to the address above to activate the Fleetboard company card hosting service. Thank you!

Company name	Company card number

