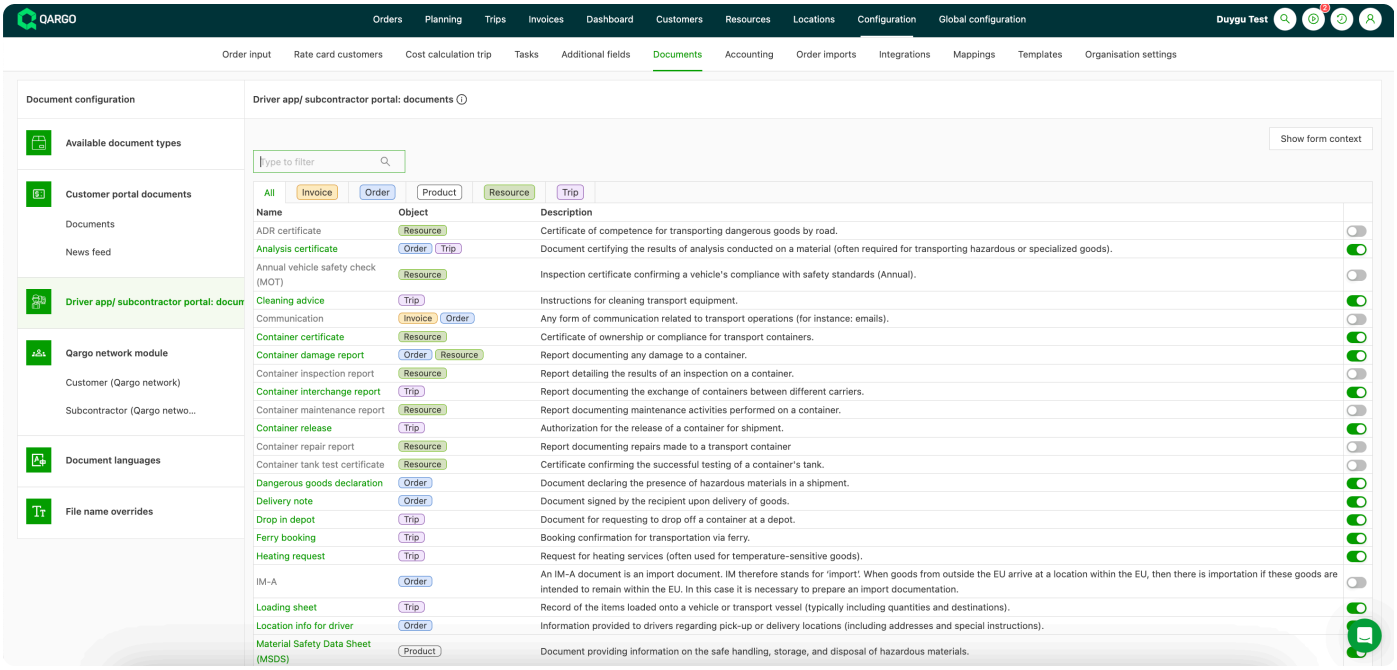
Carrier portal: document configuration

This article shows how the Qargo customer configures which documents are available to contract carriers in the portal.

Updated June 11, 2025

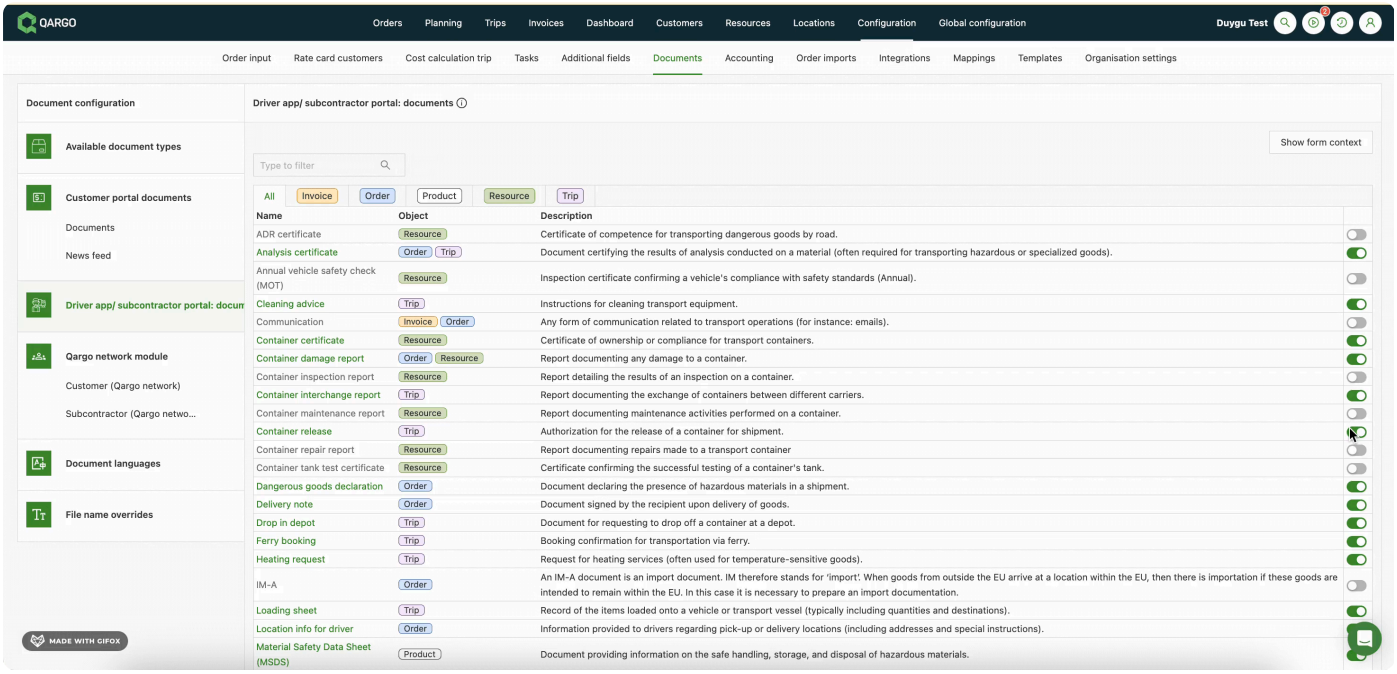
Load sheet access: Every load on the carrier portal automatically has a load sheet. This gives contract carriers immediate access to crucial load details.

Qargo users can also customize which documents are visible for each stop. To manage this, go to **Configurations > Documents > Driver mobile app/carrier portal: documents**



Turn the toggle on or off for each document to control whether contract carriers can see it or upload it.

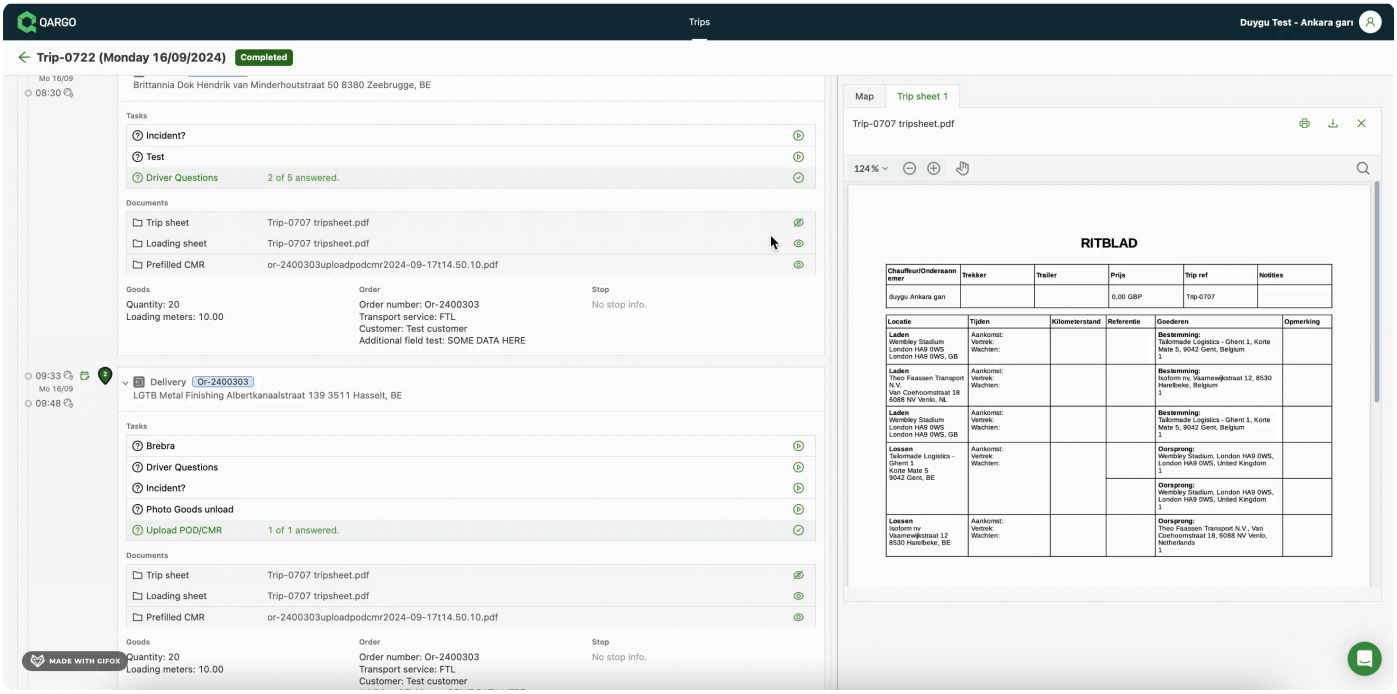
- Save the changes.



Contract carriers can access the same essential documents **as drivers do in the mobile app.**
This includes important paperwork attached to orders/loads.

Contract carriers can view, download or print all activated documents within the portal.

This ensures that necessary paperwork is readily available when required.



Note: If a document is uploaded after the dispatch task to the carrier portal, the dispatch task must be re-triggered to make the documents visible on the portal