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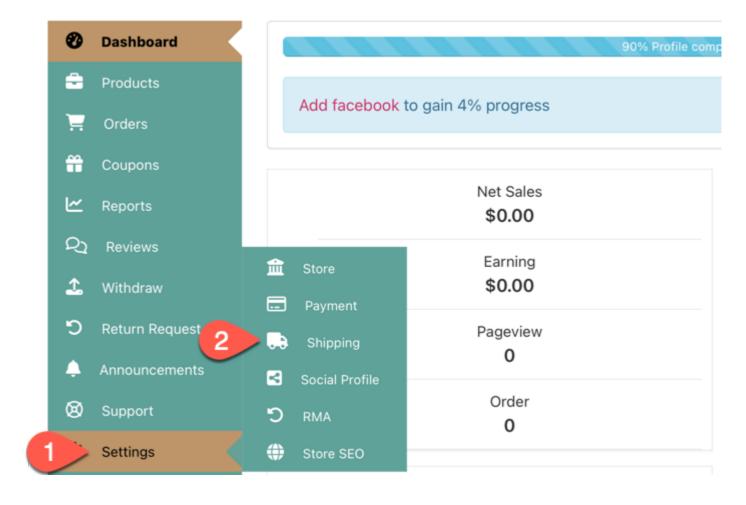
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1 Shipping Settings

Once you're in your vendor's Dashboard...

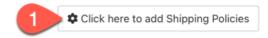
- 1. Hover over Settings
- 2. Click on Shipping

Dashboard



2 Shipping Policies

Shipping Settings → Visit Store

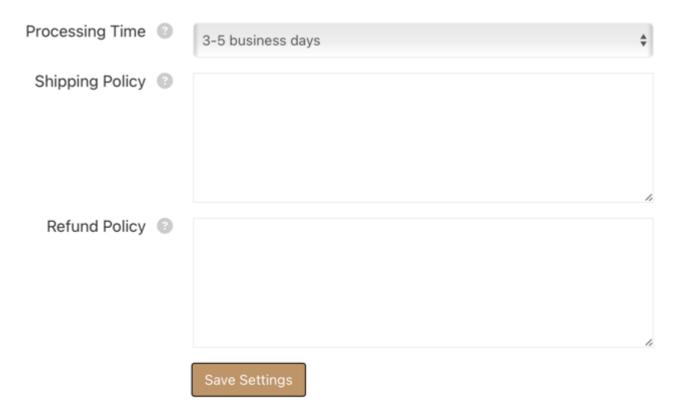


A shipping zone is a geographic region where a certain set of shipping methods are offered. We will match a customer to a single zone using their shipping address and present the shipping methods within that zone to them.

If you want to use the previous shipping system then Click Here

3 Shipping Policies Part 2

<u>Processing Time</u>- Enter the typical amount of time it will take you to ship a product. <u>Shipping Policy</u>- Write down any details you want the customer to know about shipping. <u>Refund Policy</u>- Write what you will accept for returns or will you have an all sales final policy?





Add a Shipping Method

Click Add Shipping Method

Shipping Settings → Visit Store

Click here to add Shipping Policies

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If you want to use the previous shipping system then Click Here

Zone Name	Region(s)	Shipping Method
United States (US)	United States (US)	No method found Add Shipping Method
Canada	Canada, Yukon Territory, Saskatchewan, Quebec, Prince Edward Island, Ontario, Nunavut, Nova Scotia, Northwest Territories, Newfoundland and Labrador and 4 other regions	No method found Add Shipping Method

5 Shipping Method

Leave the top portion unchanged unless you have a good reason to make a change. Click Add Shipping Method

Shipping Settings → Visit Store

Click here to add Shipping Policies

A shipping zone is a geographic region where a certain set of shipping methods are offered. We will match a customer to a single zone using their shipping address and present the shipping methods within that zone to them.

If you want to use the previous shipping system then Click Here

Zone Name : United States (US)

Zone Location : United States (US)

Select States : Select States

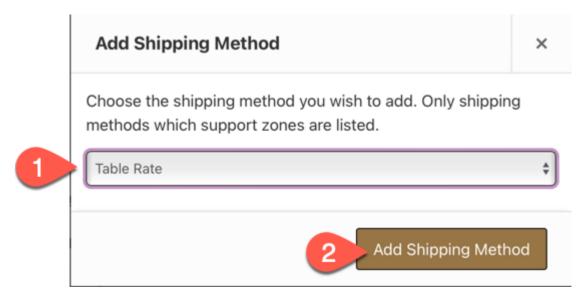
Limit ZIP/postcodes : Limit your specific ZIP/postcodes



1

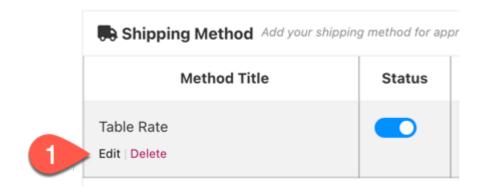
6 Add Table Rate

- 1. Select Table Rate
- 2. Click Add Shipping Method



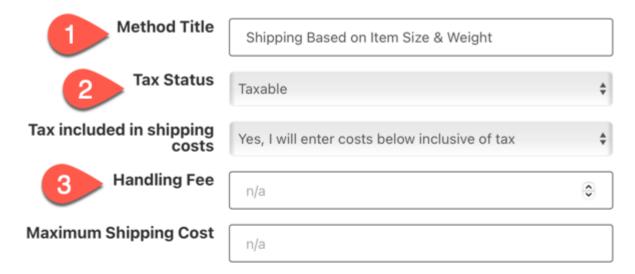
7 Edit Table Rate

Click Edit under Table Rate



8 General Table Settings

- 1. Method Title will appear during checkout. You can leave it as "Table Rate" but I find that something like "Shipping based on item size and weight" makes more sense to the customer.
- 2. Is shipping taxable?
- 3. Do you want to charge a Handling Fee?
- 4. Recommend calculating "Per order"



Rates

This is where you define your table rates which are applied to an order.



9 Detailed Table Values

These are some recommended values, however you can choose whatever you want. We have chosen these values because these align with USPS postage for items of various size and weight.

- 1. No Class- This is a good default in case you forget to confirgure one of the classes below.
- 2. Item count is good as the default way to calculate shipping.
- 3. \$10 is a good shipping default.
- 4. Small Item configuration
- 5. I chose weight
- 6. Between 0 and 2 pounds
- 7. The price for shipping a small item is \$10.
- 8. Configure the Medium, Larve, and Heavy items in similar fashion.

Click Update Settings (Not pictured)

Table Rates

