



ShipTo Sender ID

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Overview

The ShipTo Sender ID import option allows users to change the ship from address for a shipment. This feature is compatible with both UPS and FedEx. A user defined field in SalesPad allows user to set a Sender ID in the Sales Document. ShipTo will be setup to read the value in that user field and change the ship from address in the shipment. The spShipToSenderID table setup in this guide serves as the source for the different ship from address you want to store and use. The Sender ID field in the table must match the sender ID value entered in the Sales Order

User Field Setup

In SalesPad, go to Modules > User Field Editor and create a user defined field called uf_ShipTo_SenderID Refer to the SalesPad User Defined Fields document for more information on creating user defined fields. Enter the user defined field information manually as shown below:

Bus. Object	Seq	Field	Disabled
Customer	0	svEquipmentID	<input type="checkbox"/>
Customer Addr	0	svEquipmentItemDescription	<input type="checkbox"/>
Inventory Serial Number	0	svEquipmentItemNumber	<input type="checkbox"/>
Item Master	0	svManufacturer	<input type="checkbox"/>
Purchase Line Item	0	uf_ShipTo_COD	<input type="checkbox"/>
Purchase Order	0	uf_ShipTo_SenderID	<input type="checkbox"/>
Sales Document	0	xCustomerDiscount	<input type="checkbox"/>
Sales Line Item	0	xDiscount	<input type="checkbox"/>
Vendor	0	xDiscountUsed	<input type="checkbox"/>
Vendor Addr	0	xProcess	<input type="checkbox"/>
	0	xQuoteSentDate	<input type="checkbox"/>

Table Name: Sales Document
Field Name: uf_ShipTo_SenderID
Map To:
Screen Label: uf_ShipTo_SenderID
Field Type: Text Length: 100
Default Value:
Value Options:
Options:
☐ Field is Read Only ☐ Field is Required (Returns Only)
☐ Field is a File Attachment ☐ Field is Rich Text Memo
☐ Field is a Customer Lookup ☐ Field is an Image
☐ Field is a Hyperlink
Quick Report:
Show on Sales Document Types:
☒ Quote ☒ Order ☒ Invoice ☒ Return

SQL Setup

1. Open SQL Management Studio. Start a new query window for the database you are working with and run the script below on your company database. This will create the Sender ID table where you will enter your list of senders

```
/****** Script for SelectTopNRows command from SSMS *****/ SELECT TOP 1000  
[Sender_ID]
```

```

,[Sender_Company]
,[Sender_ContactName]
,[Sender_Address1]
,[Sender_Address2]
,[Sender_City]
,[Sender_State]
,[Sender_ZipCode]
,[Sender_Phone]
,[Sender_AccountNumber]
,[Sender_TaxID]
,[Sender_TaxIDType]
,[Sender_IsResidential]
FROM [TWO].[dbo].[spShipToSender]

```

2. Open the SalesPad Ship to Sender table on edit mode and enter the ship from address you need. The Sender ID values in the UDF need to match the Sender ID values in the table

For UPS, you do not need to change the entire address if most of your shipments are drop ship. In ShipTo, go to Settings > ShipTo User Options. You may use the setting Use customer name on ship from address for drop ship orders, which will only change the company name in the ship from address.

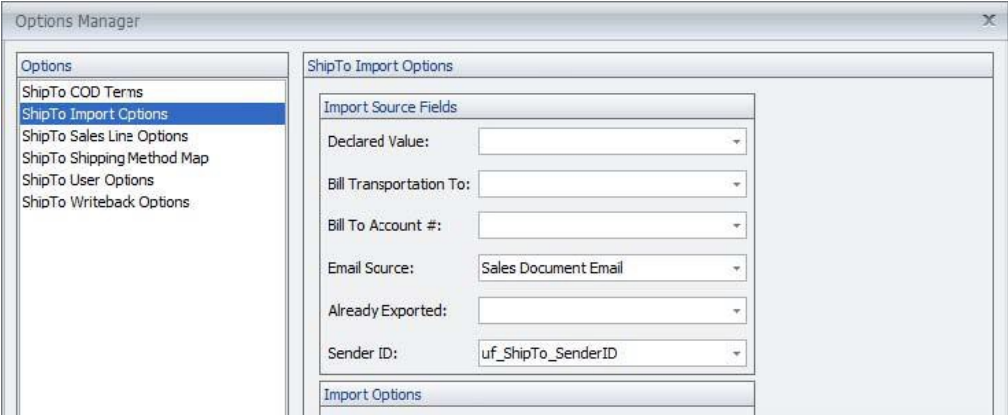
The screenshot shows the 'Options Manager' window with the 'ShipTo User Options' tab selected. The left pane lists several options, with 'ShipTo User Options' highlighted. The right pane contains the following settings:

- Warehouse Filter:** A dropdown menu.
- User Preferences:**
 - ☐ Add Charges to COD Amount
 - ☐ Apply handling charge on missing account number
 - ☐ Prompt user for confirmation if shipping method is not available
 - ☒ Use customer name on ship from address for drop ship orders
 - ☒ Process a shipment for each unit when batch shipping
- Decimals to use when rounding total:** 2
- Total amount rounding operation:** None
- Shipping Monitor Batch:** PENDING
- Batch Shipping Batches:** SHIPPING
- ☒ Enable Logging
- ☒ Enable Batch Shipping

At the bottom right, there are 'OK' and 'Cancel' buttons.

ShipTo Setup

1. Open ShipTo and click on the Configure icon
2. Under ShipTo Import Options, set the Sender ID option to match the UDF you created in SalesPad (uf_ShipTo_SenderID)



The screenshot shows the 'Options Manager' dialog box with the 'ShipTo Import Options' tab selected. The left pane lists various options, with 'ShipTo Import Options' highlighted. The right pane contains the 'Import Source Fields' section with the following fields:

Import Source Fields	
Declared Value:	<input type="text"/>
Bill Transportation To:	<input type="text"/>
Bill To Account #:	<input type="text"/>
Email Source:	<input type="text" value="Sales Document Email"/>
Already Exported:	<input type="text"/>
Sender ID:	<input type="text" value="uf_ShipTo_SenderID"/>

Below the 'Import Source Fields' section is an 'Import Options' section.

3. Click **OK** to return to ShipTo
4. When you import a shipment to UPS or FedEx via ShipTo, the ship from address should be set to the address you set up in the spShipToSenderID table matching the sender ID value the user selected in the sales document