

# Shipping Estimation

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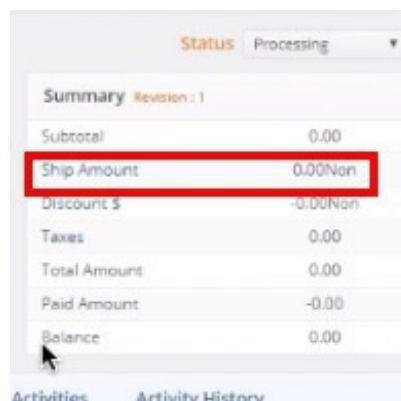
## Overview

Shipping costs are calculated depending on the ship-to locations, package type, weight and shipping service, among others. With these factors and given a specific carrier, Order Time provides a functionality that gives you options for estimating shipping costs.

## Shipping Estimation

Once **shipping carrier accounts** have been setup, **Ship Methods** can be linked to services provided by one of the carriers, in all sales documents.

1. When you click the **Ship Amount** link under Summary, the Ship Method screen will appear.



The screenshot shows a 'Summary' table with a status of 'Processing'. The table lists various financial items and their values. The 'Ship Amount' row is highlighted with a red box. Below the table are links for 'Activities' and 'Activity History'.

Summary Revision: 1	
Subtotal	0.00
Ship Amount	0.00Non
Discount \$	-0.00Non
Taxes	0.00
Total Amount	0.00
Paid Amount	-0.00
Balance	0.00

2. In the **Ship Method** screen, select the **Carrier Account**. Click the **Get Rates** button. The shipping estimates will be displayed on the screen.
3. Fill out the fields under the **Address Information**, **Package Information** and **Rate Information**.
4. Click **Apply Rate**.

**Ship Method**

Carrier Account: SED1 Get Rates

**Address Information**

FROM TO  
 State/Prov./Reg. MD CA  
 Zip/Postal code 20878 23232  
 Country US US  
 Residential Deliveries By Default

**Package Information**

Package Type: Medium Box  
 # Packages: 1  
 Weight: 6 LBS  
 L: 12  
 W: 8  
 H: 4

**Rate Information**

Ship Method:   
 Ship Sales Tax Code: Non  
 Account Rate: 0  
 Markup: 0  
 Amount: 0.0000  
Apply Rate Cancel

Service: USPS Priority Mail Express 2-Day  
 Days/Delivery Date:   
 List/Published Rate: 24.70  
 Account/Negotiated Rate: 24.70

Service: USPS Priority Mail Express 2-Day Hold For Pickup  
 Days/Delivery Date:   
 List/Published Rate: 24.70  
 Account/Negotiated Rate: 24.70

Service: USPS Priority Mail 2-Day  
 Days/Delivery Date:   
 List/Published Rate: 6.70  
 Account/Negotiated Rate: 6.70

Service: USPS Priority Mail 2-Day Large Flat Rate Box  
 Days/Delivery Date:   
 List/Published Rate: 18.90  
 Account/Negotiated Rate: 18.90

The Summary section will be updated with the Shipping Method and the corresponding amount.

Sales > Sales Orders > Sale Order

**Sales Order - 5** Create PDF EDIT Status: Processing

General	Bill Address	Ship Address	Summary Revision: 1
No. 5 Customer: Meryl Rice Date: 3/13/2018 Promise Date: 3/13/2018 Customer PO Contact	SPRING FLORALS 12 ALAMO, CA 23232 USA	SPRING FLORALS 12 ALAMO, CA 23232 USA	Subtotal: 0.00 <b>Ship 01: 25.07Non</b> Discount \$: -0.00Non Taxes: 0.00 Total Amount: 25.07 Paid Amount: -0.00 Balance: 25.07