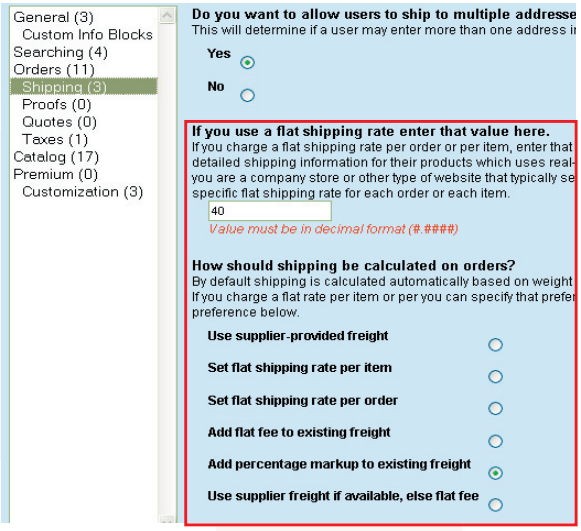
Distributors - Control your shipping estimates on your website.

DistributorCentral offers you, as a distributor, the capability to control how shipping estimates are charged on your websites in the ordering process.

Follow these steps to control your shipping estimates for each website:



1 Once logged into your account, go to
Account tab > Preferences > Website Preferences

2 Now choose which website that you would like to use this feature on

3 From the left column, go to the **Shipping** section

4 Here you will see all of the Shipping Preferences that we offer.
Go to the section titled **"How Should shipping be calculated on orders?"**

5 Select the way that you would like to modify your shipping estimates for your orders. (**See below for an explanation of each option.)**

6 If you have selected to use a flat rate or a percentage, enter it in the field below the first question titled **"If you use a flat shipping rate enter that value here."**

7 Select **Save** and **Publish your changes** for your website to make

Explanation of options available:

Use supplier provided freight

This is the default setting. Your customers will only see the charges that the suppliers have entered in the system. They will not see any charges for freight on products that the supplier has not entered the freight data.

Set flat shipping rate per item

The flat shipping rate that you enter in the field above these preferences (a dollar amount) will be charged for every product ordered in the system. If your customer orders multiple products, this flat rate will be charged for each product on the order. This flat rate will override any charges that the supplier has entered in the system.

Set flat shipping rate per order

The flat shipping rate that you enter in the field above these preferences (a dollar amount) will be charged for every order placed in the system. If your customer orders multiple products, this flat rate will be charged only once on the order. This flat rate will override any charges that the supplier has entered in the system.

Add flate fee to existing freight

The flat shipping rate that you enter in the field above these preferences (a dollar amount) will be added in addition to any freight products already have and will add the fee to any products that do not currently have freight at all.

Add pecentage markup to existing freight

This will add the percentage that you specify above to any freight that was entered in the system by suppliers. It does not change any products that did not initially have freight added by the suppliers. Add the percentage as 20.00 for 20%, for instance.

Use Supplier freight if available, else flat fee

This will add a flat fee that you specify above (a dollar amount) to any products ordered that do not already have a freight estimate entered by the supplier. This will charge per product ordered, if multiple products are ordered on one order, it would charge it for each product.

Use percentage of order total (total of products)

This will calculate a freight charge based on a percentage of the total order amount only. It will not use the freight provided by the Supplier. If your order total was $100 and you had your settings at 10%, the order would add a charge of $10.00 to the order freight.

Supplier freight if available, else % of product total

This choice would calculate the freight based on the percentage you set only if the Supplier does not have freight listed for the product ordered. This would be per product.

No Freight - do not include freight on orders

This selection would not calculate freight on any orders that you receive.