

UPS Overview

Note: At this time, the UPS Tools integration only works for orders that are shipped in the United States. You can use UPS.com to send an order outside the U.S.

The VinNOW integration with the UPS Online® Tools allows you, from within the VinNOW application, to:

- Register to use the tools
- Create UPS shipments and print the UPS shipping labels from a list of orders created in VinNOW.
- Access UPS tracking shipment information for the shipments.
- UPS Pickup Scheduling. For use on UPS Shipments created in VinNOW.
- UPS Pickup Summary. Summary of all VinNOW Scheduled UPS Pickups and their Packing Slip information.
- UPS Shipment Rating. For getting/viewing UPS Shipment Rates for applicable shipping services on Shipments being created in VinNOW.

An active internet connection is required to use the UPS Online® Tools. Before you can use the UPS Online® Tools with VinNOW, your account must be licensed and registered for use by UPS.

You must have an online UPS Account setup on the UPS website. That Account should be associated with the UPS Account Number which will be used within VinNOW. Be aware that this UPS Account must be approved to ship wine products in order to use the UPS Shipping features provided within VinNOW.

To access the registration wizard, go to the UPS Online® Tools - Registration option on the VinNOW Setup System Options menu (see below for instructions). Access to the UPS Online® Tool's menu functions, similar to most other VinNOW menu options, is controlled by security flags in each user's Security Profile.

Note: The first VinNOW user to register to use the UPS Online® Tools using the UPS registration wizard will be the primary UPS contact for your VinNOW system and will need to register your UPS account #. It is suggested that you limit access to update your UPS Account # to one or two individuals.