

## B2B Web Shop Order Entry Using Collect and 3<sup>rd</sup> Party options with UPS and FedEx

When you order online, you will now have access to Collect and 3<sup>rd</sup> Party Freight payment options.. The first image below is the check-out window.

The screenshot shows the checkout window for Jason Industrial. The top navigation bar includes links for Welcome, Processing Guidelines, Order Status, Account View, Products, My Order, Sales History, Checkout, Contact Us, User Guide/PDF, and Logoff. The main content area displays a table with the following data:

Item ID / Description	Price	UM	Avail.	Branch	Qty	UM	Total Merch.
B52 MULTI (5L550)	5.058	EA	903	NJ	10	EA	50.58

Below the table, there are buttons for "Clear Order" and "Continue Shopping". The shipping information section is titled "Ship To" and includes fields for Name, Address 1, Address 2, City, State, Zip, Country, Attention, and Comments. The current shipping address is:

Name: CLARK TRANSMISSION INC.  
Address 1: 220 FAIRFIELD ROAD  
Address 2:  
City: FAIRFIELD  
State: NJ  
Zip: 07004  
Country:  
Attention:  
Comments:

My E-Mail: gretchenm@jasonindustrial.com

You will be able to select "Collect" or "3<sup>rd</sup> Party" from the "Freight Payment" drop-down menu.

The screenshot shows the checkout window with the "Freight Payment" dropdown menu open. The dropdown menu options are "COL - COLLECT" and "01 - UPS GROUND". The "Freight Payment" field is currently set to "COL - COLLECT". The "Collect Account #" field is populated with "067-081". The "Carrier" field is set to "UPS". The "Ship Via" field is set to "01 - UPS GROUND". The "Payment Terms" field is set to "1%10 TH PROX". The "Payment Type" field is set to "On Account". A blue arrow points to the "Collect Account #" field.

City: FAIRFIELD  
State: NJ  
Zip: 07004  
Country:  
Attention: TESTING  
Comments: TESTING  
My E-Mail: gretchenm@jasonindustrial.com  
My Phone #: 973-227-4422  
My P.O. #: @TESTING@  
Requested Delivery Date: 12 / 04 / 2013  
Remarks:  
Freight Payment: COL - COLLECT Collect Account #: 067-081 Carrier: UPS  
Ship Via: 01 - UPS GROUND  
Payment Terms: 1%10 TH PROX  
Payment Type: On Account

If we already have a collect account for a shipping location saved on file, the account number will automatically populate in the field and you will not be able to override it.

Jason Industrial Inc. A MEGADYNE GROUP CO.

City: FAIRFIELD WAYNE  
 State: NJ NJ  
 Zip: 07004 07470  
 Country:  
 Attention: TESTING TESTING  
 Comments: TESTING TESTING  
 My E-Mail: gretchenm@jasonindustrial.com  
 My Phone #: 973-227-4422  
 My P.O. #: @TESTING@  
 Requested Delivery Date: 12 / 04 / 2013  
 Remarks:  
 Freight Payment: COL - COLLECT Collect Account #: Carrier: UPS Account No. required  
 Ship Via: 07 - UPS 3RD DAY  
 Payment Terms: 1%10 TH PROX  
 Payment Type: On Account

Buttons: Accept Order, Continue Shopping

Taskbar: Jason Industrial, Inbox - Mailbox - Gr..., Document1 - Microso..., 8:47 AM

If we do not have a collect account number saved on file, you will be able to enter the account number and will not be allowed to click “Accept Order” until the collect account number is entered. If you try to without entering the account number, you will receive the error message shown above.

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My P.O. #: @TESTING@  
 Requested Delivery Date: 12 / 04 / 2013  
 Remarks:  
 Freight Payment: 3RD - 3RD PARTY  
 Third Party: Carrier: UPS  
 Name:  
 Address 1:  
 Address 2:  
 City:  
 State:  
 Zip:  
 Country:  
 Attention:  
 Phone #:  
 Fax #:  
 Ship Via: 01 - UPS GROUND  
 Payment Terms: 1%10 TH PROX  
 Payment Type: On Account

Taskbar: Jason Industrial, Inbox - Mailbox - Gr..., Document1 - Microso..., 8:59 AM

When 3<sup>rd</sup> party is selected, you will have to enter the account number along with name and address associated with the account number. If you try to click “Accept Order” without filling in any of the fields, you will receive an error message regarding the line you attempted to skip as shown in the images below.


Jason Industrial Inc.™  
A MEGADYNE GROUP CO.

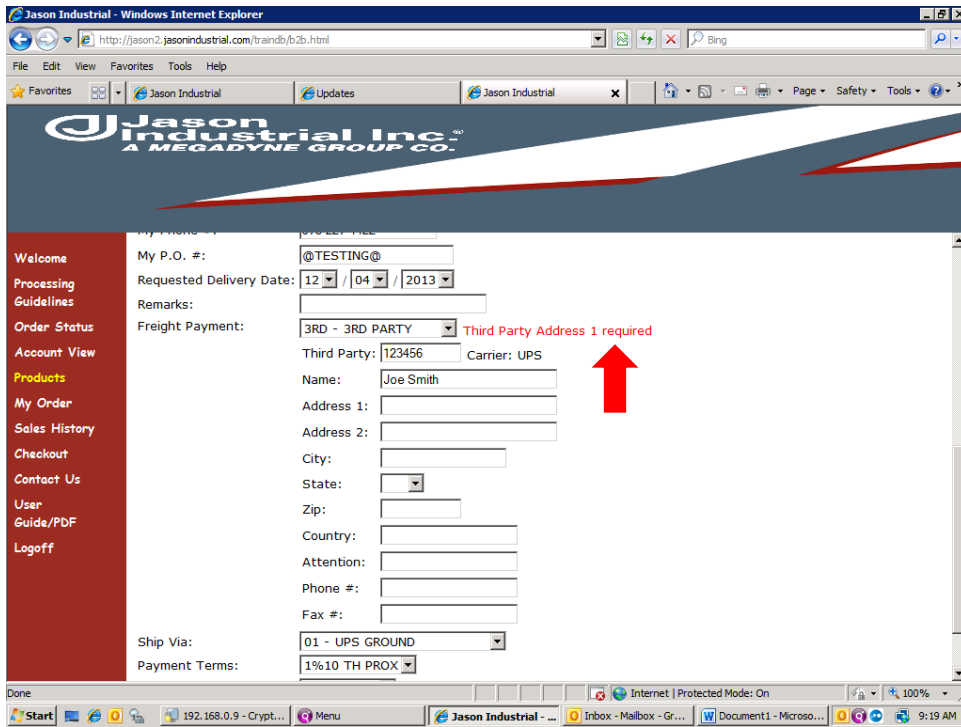
My P.O. #: @TESTING@  
Requested Delivery Date: 12 / 04 / 2013  
Remarks:  
Freight Payment: 3RD - 3RD PARTY Third Party Account No. required  
Third Party: Carrier: UPS  
Name:  
Address 1:  
Address 2:  
City:  
State:  
Zip:  
Country:  
Attention:  
Phone #:  
Fax #:  
Ship Via: 01 - UPS GROUND  
Payment Terms: 1%10 TH PROX



Jason Industrial Inc.™  
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My P.O. #: @TESTING@  
Requested Delivery Date: 12 / 04 / 2013  
Remarks:  
Freight Payment: 3RD - 3RD PARTY Third Party Name required  
Third Party: 123456 Carrier: UPS  
Name:  
Address 1:  
Address 2:  
City:  
State:  
Zip:  
Country:  
Attention:  
Phone #:  
Fax #:  
Ship Via: 01 - UPS GROUND  
Payment Terms: 1%10 TH PROX





Once the required information is filled in, the “Accept Order” button will function as normal and you will receive your order confirmation as normal as well. However, any of the information you enter regarding Collect or 3<sup>rd</sup> Party payment accounts will not be saved for future use.