Setting Shipping Rates for eCommerce Orders

This guide provides step-by-step instructions on how to set shipping rates for your DX1 online store.

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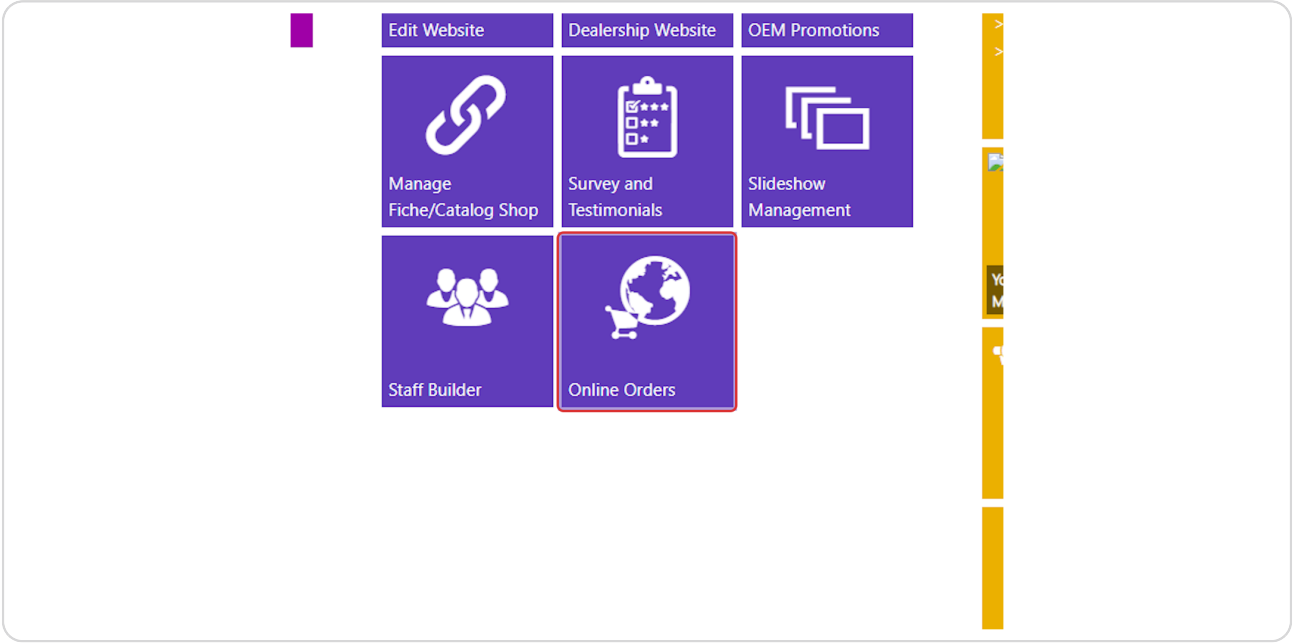
Created by	Creation Date	Last Updated
J.R. Heckler	March 17, 2024	March 17, 2024

STEP 1

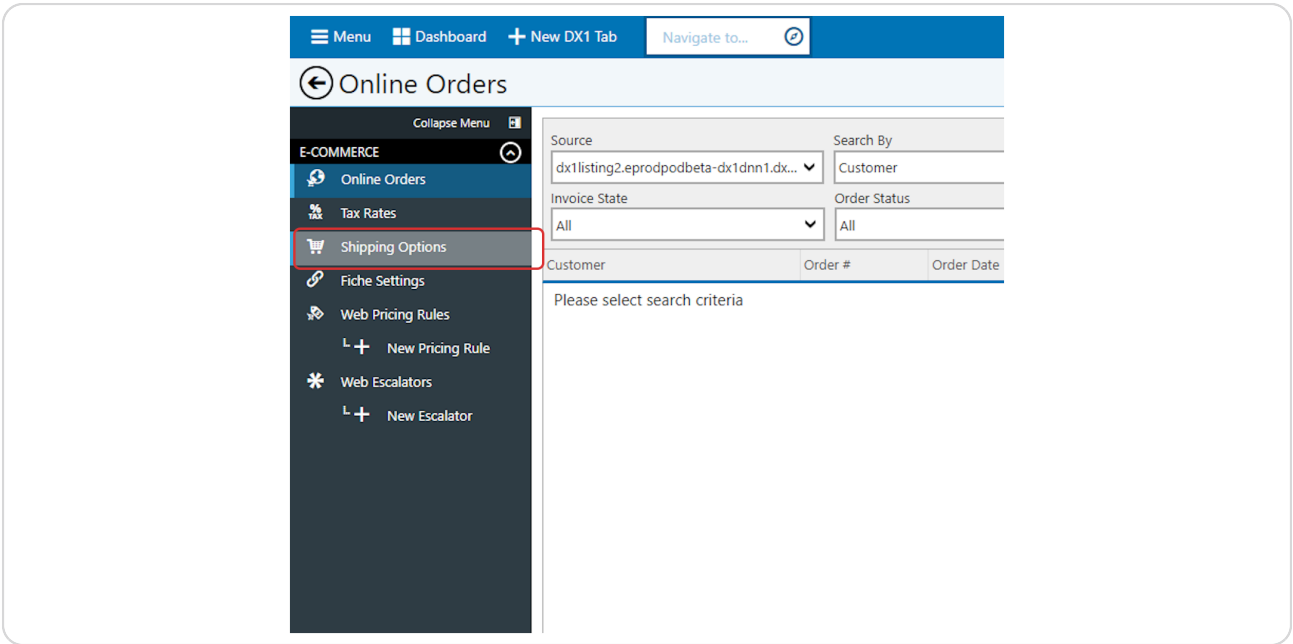
Select the 'Online Orders' tile from the Dashboard

NOTE: If your Dealership is using DX1 DMS, this tile appears under 'Parts and Accessories'



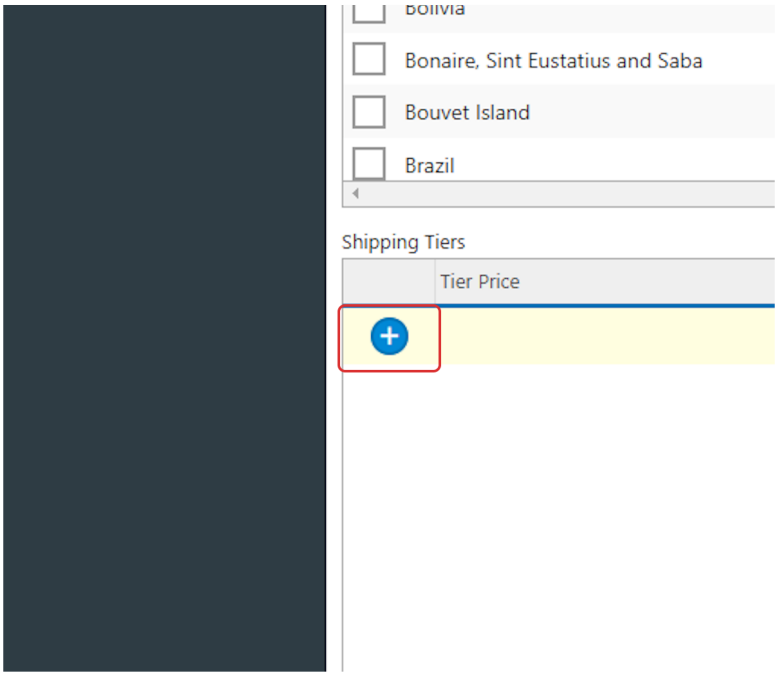
STEP 2

Select 'Shipping Options' in the left hand menu.



STEP 3

Click the add icon (+) in the Shipping Tiers section.

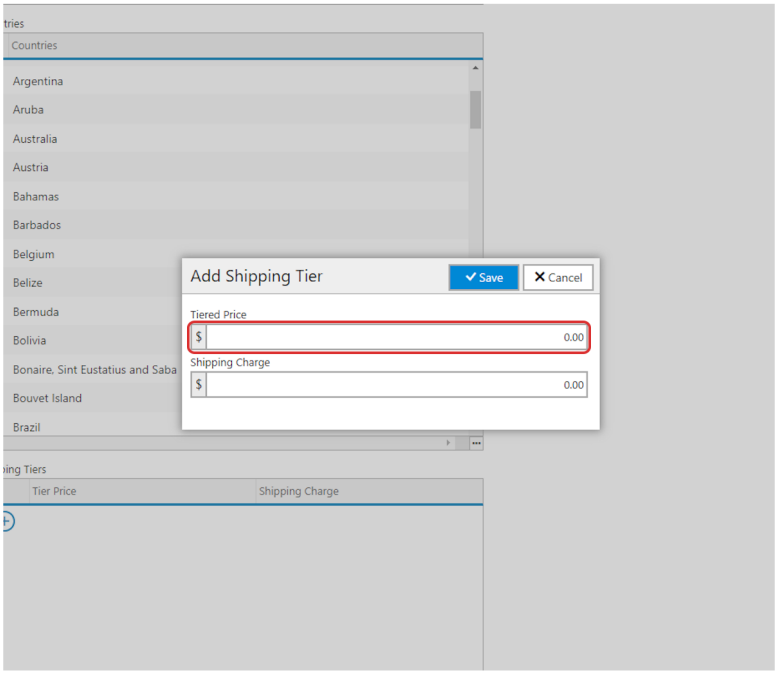


STEP 4

Create your first shipping tier by entering a tier price- this is the shipping charge that will be added to orders UP TO this amount.

Example: If the lowest tier price you create is $10.00 with a shipping charge of $5.00, an order for $7.50 will be charged $10.00 for shipping.

An order OVER $10.00 will be charged NO shipping unless you create a higher tier.

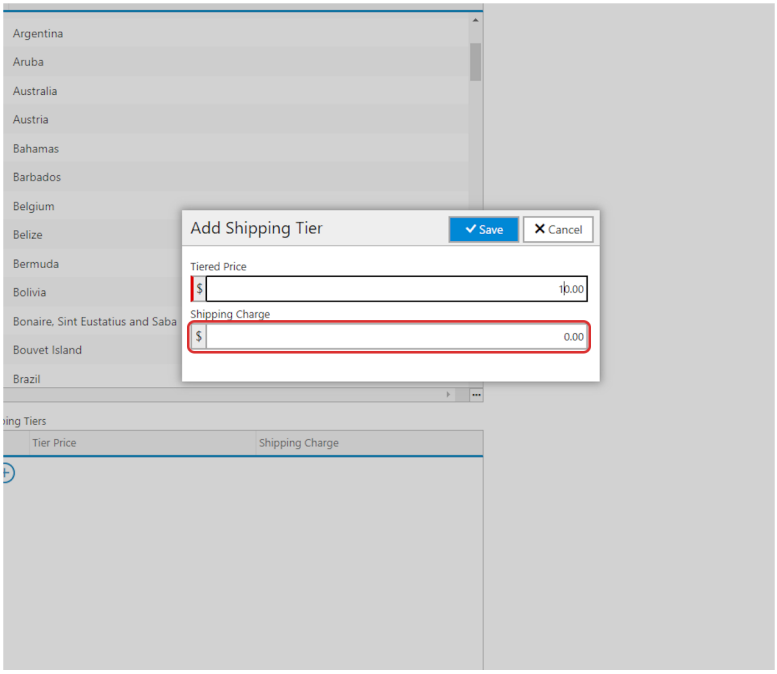


STEP 5

Enter the Shipping Charge that will be applied to the tier price.

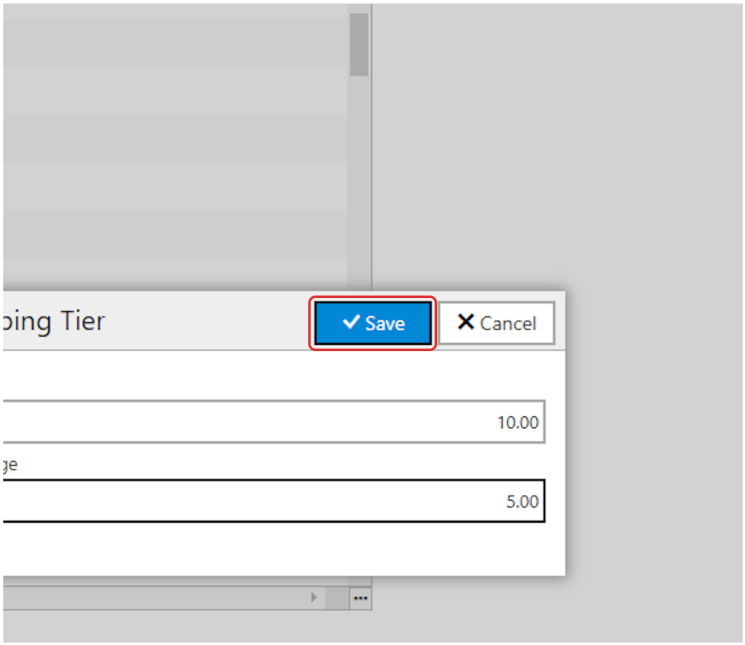
Example: If the lowest tier price you create is $10.00 with a shipping charge of $5.00, an order for $7.50 will be charged $10.00 for shipping.

An order OVER $10.00 will be charged NO shipping unless you create a higher tier.



STEP 6

Click on 'Save' to save the tier



STEP 7

Click on 'Save' to apply the changes.

STEP 8

Repeat these steps for each shiping tier you would like to create.

DX1