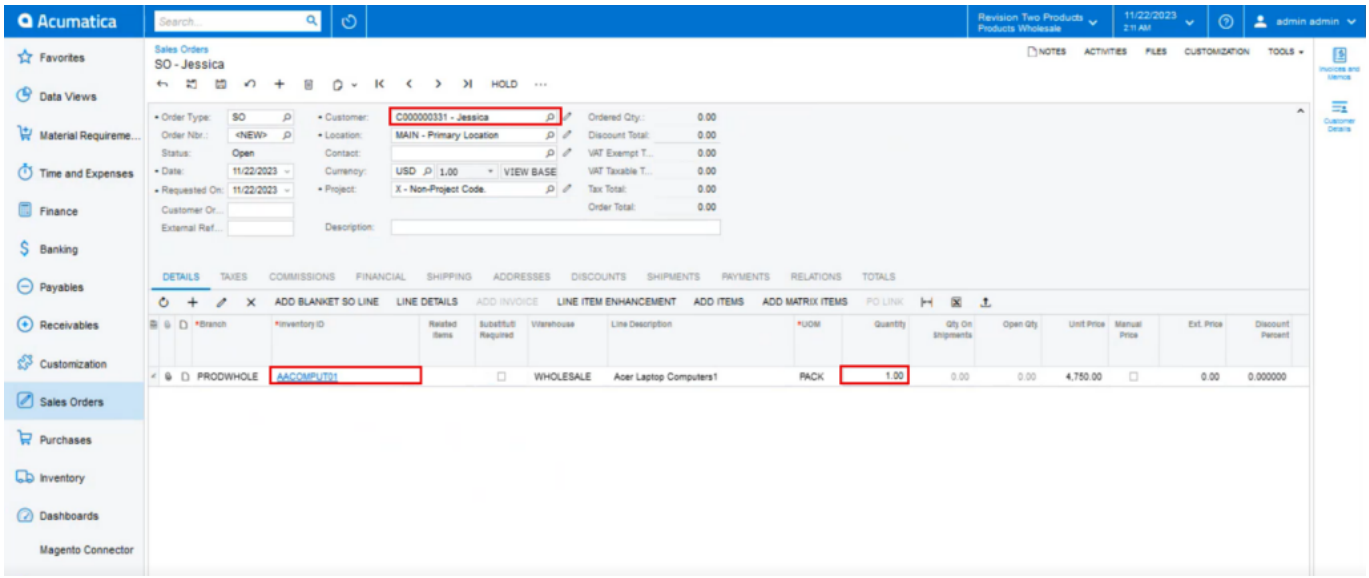
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CommercePro

Free Text Carrier and Service as Combined Values

- You need to select the **[Free Text Carrier and Service as Combined Values].**
- Click on **[Save].**
- You need to create a sales order by selecting the Customer.
- Click on **[+]** icon.
- Select the **[Inventory ID].**
- Enter the **[Quantity].**

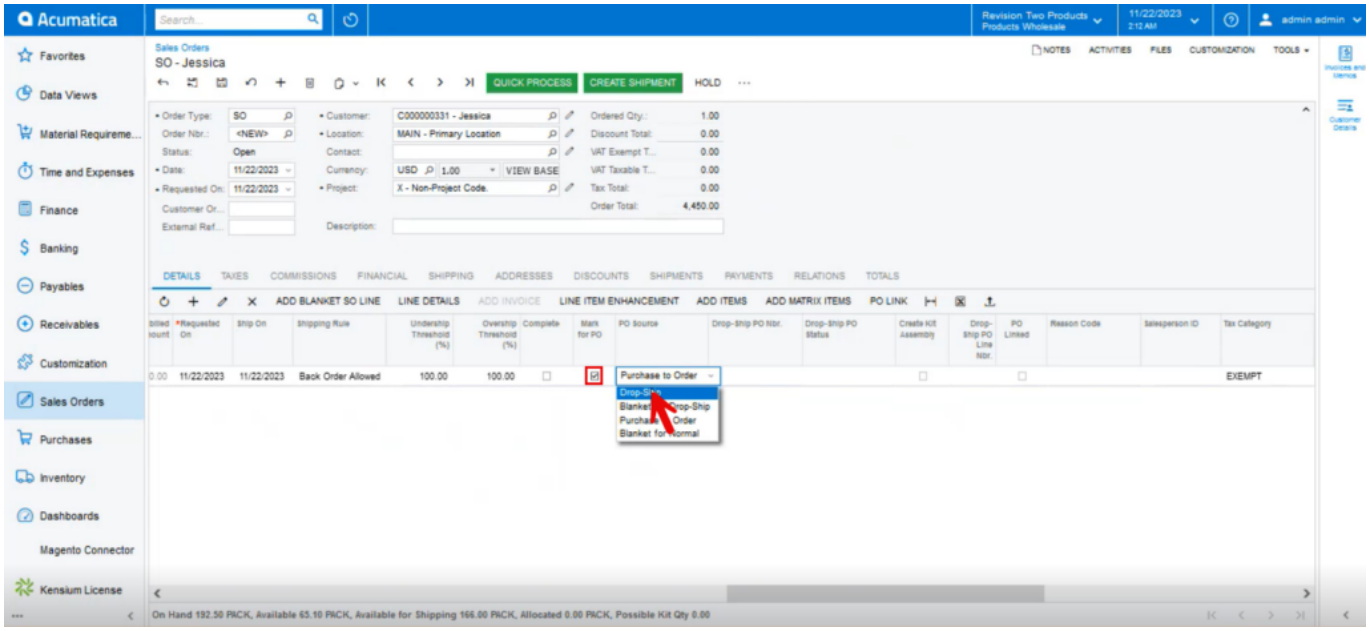


Sales Order

- You need to enable the check for **[Mark for PO].**
- Select the **[Dropship]** from the options menu in PO Source.

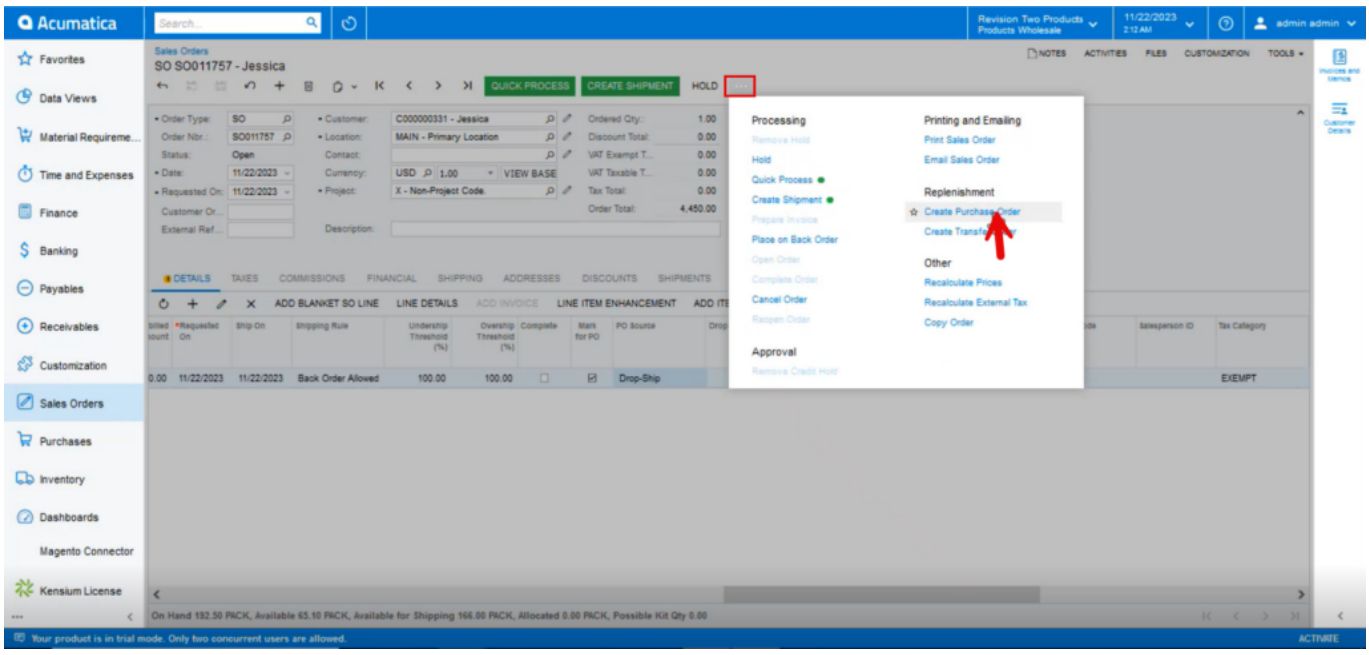
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Sales Order (1)

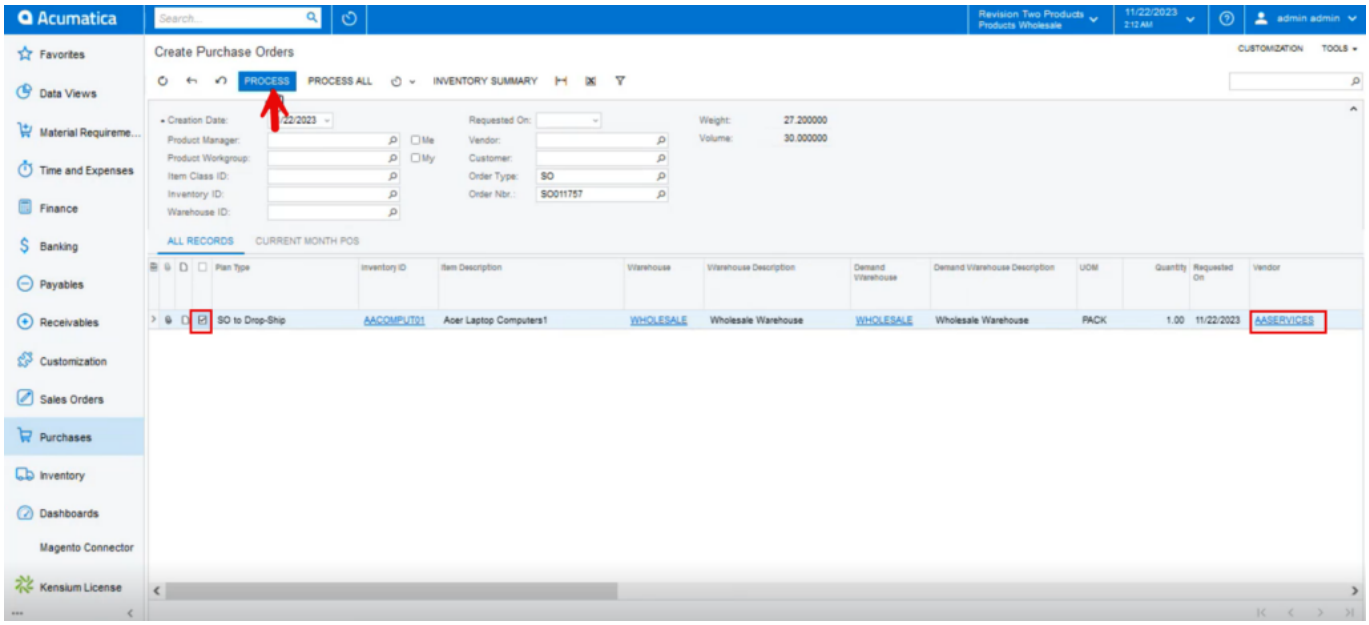
- Click on **[Ellipse icon (...)]** and then click on **[Create Purchase Order]**.



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Sales Order (2)

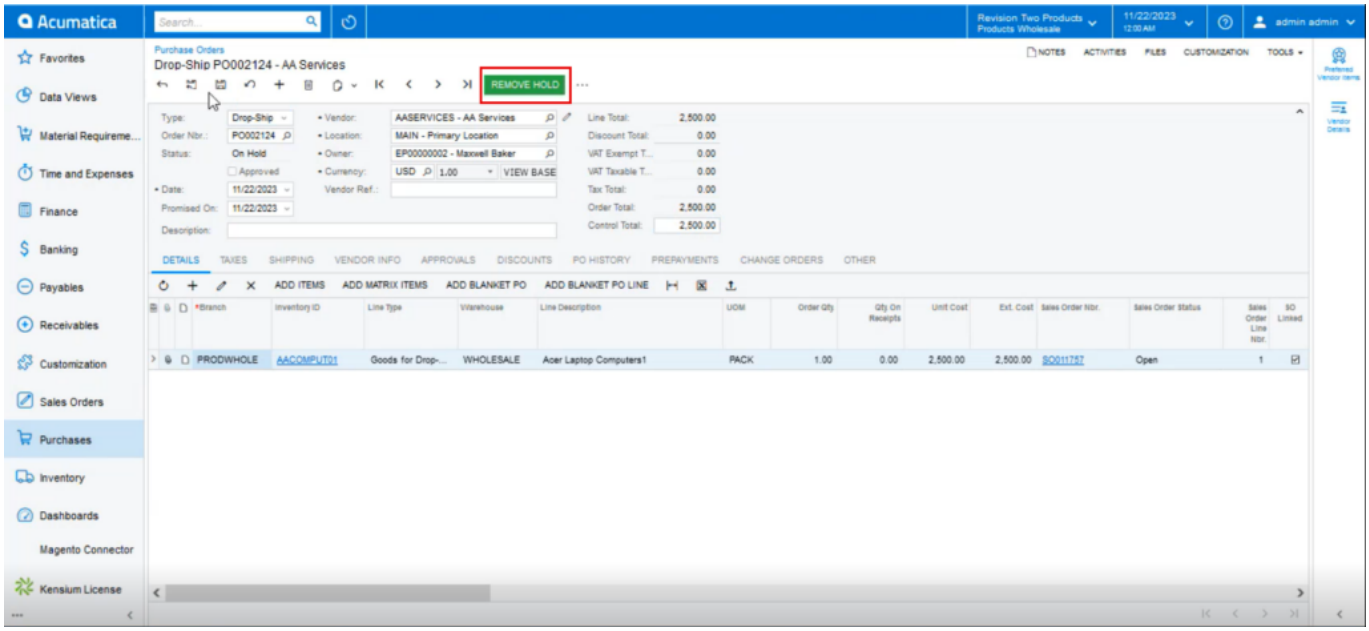
- Select the **[Vendor].**
- You need to enable the check box.
- Click on **[Process].**



Process

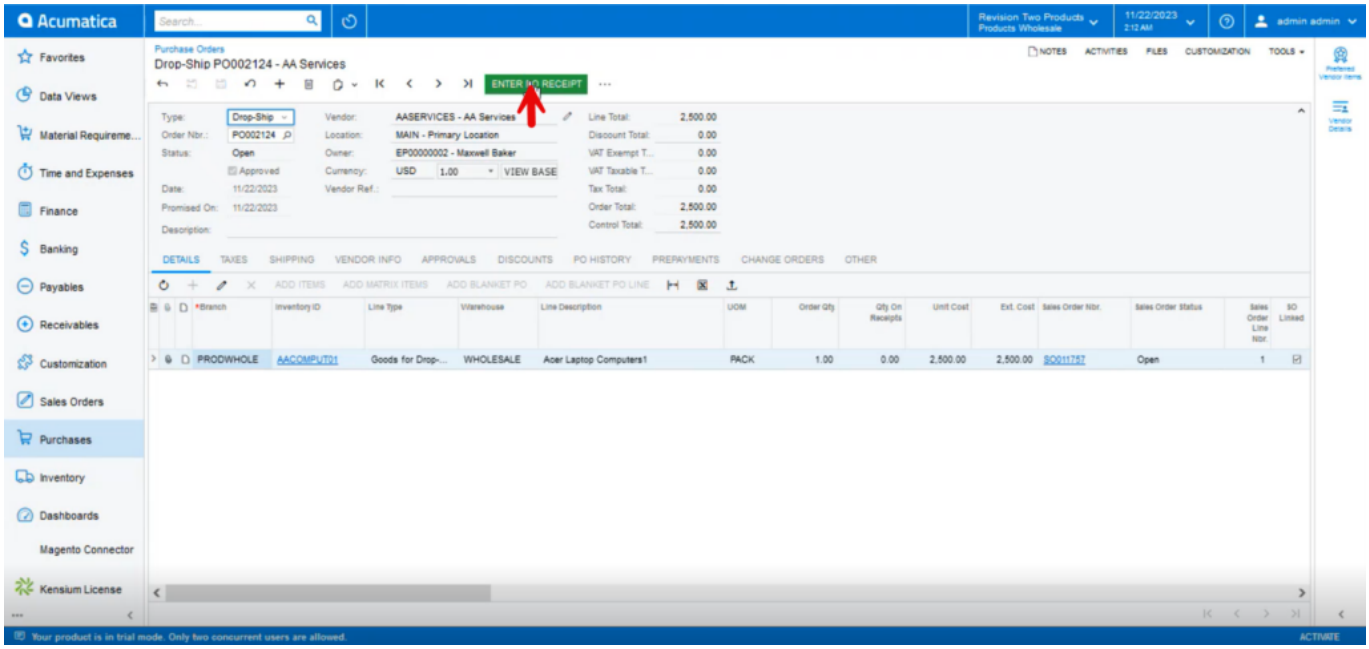
- Click on **[Remove].**

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Remove

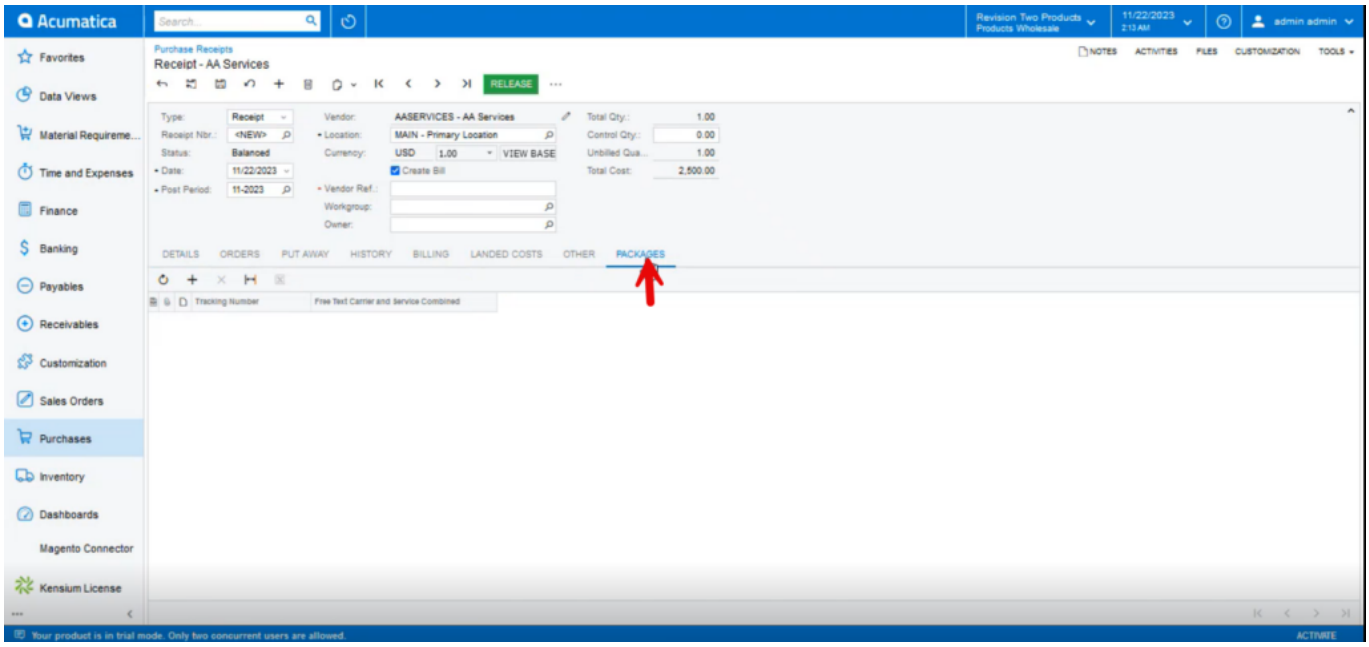
- Upon clicking remove you can view **[Enter Po Receipt].**



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Remove (1)

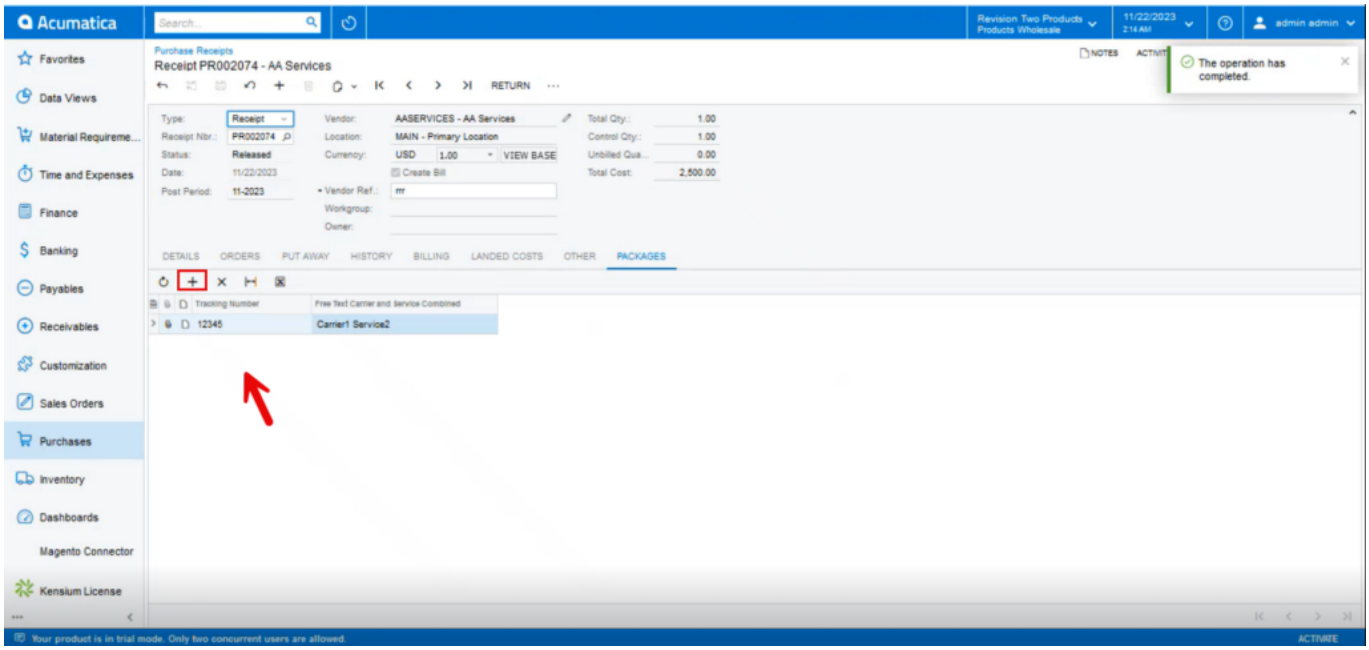
You must navigate to **[Purchase Receipts]** and click on **[PACKAGES]** tab.



Release

- Click on **[+]** icon.
- You need to enter the **[Tracking Number]**, **[Free Text Carrier and Service Combined].**
- Click on **[Release].**
- You can view a pop-up with **[Operation Completed].**

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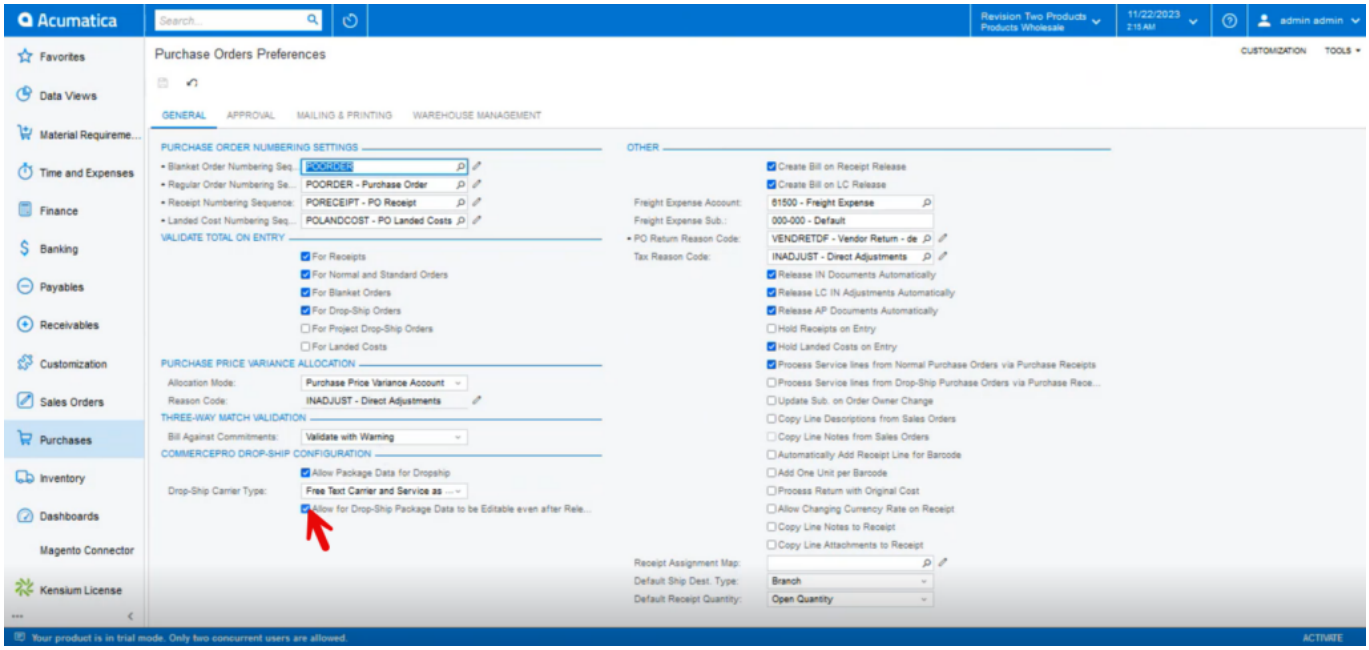


Completed Message

Note: You can also add multiple tracking Number, Free Text Carrier and Service Combined for the same order.

- If you want to edit **[Tracking Number]**, **[Free Text Carrier and Service Combined]** after the release then enable the radio button for **[Allow for Drop-Ship Packages Data to be Editable even after Rele...]**

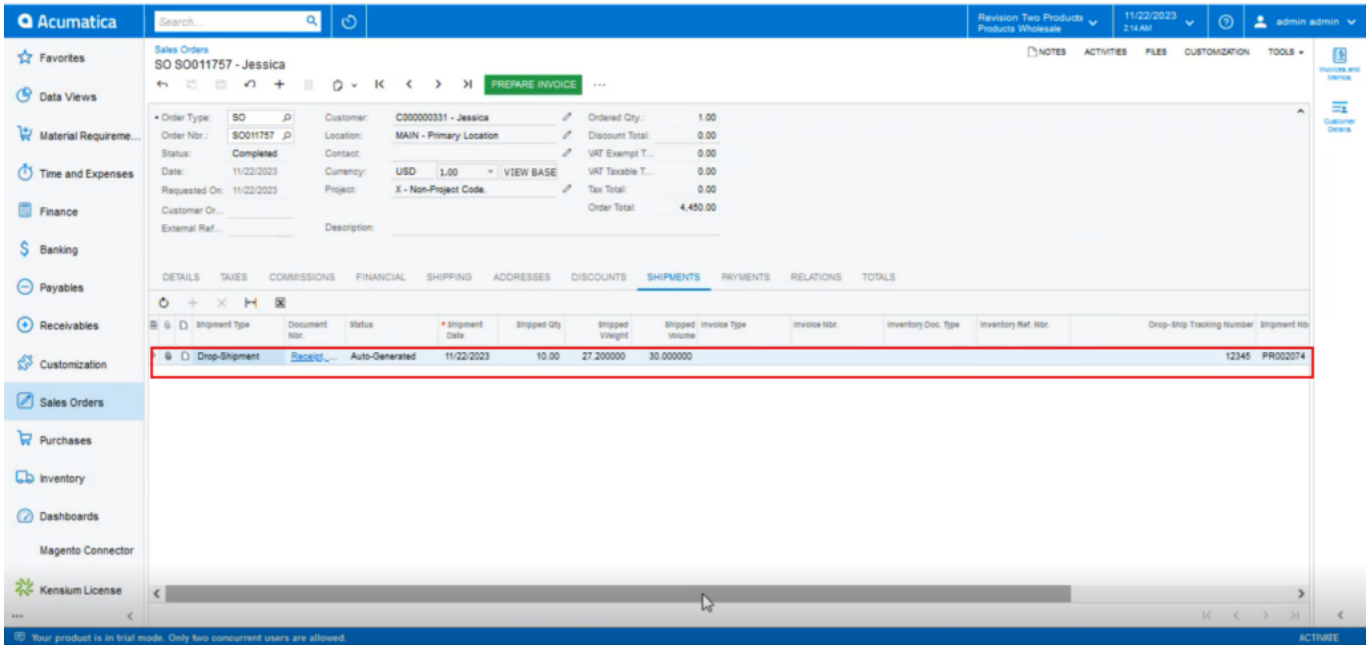
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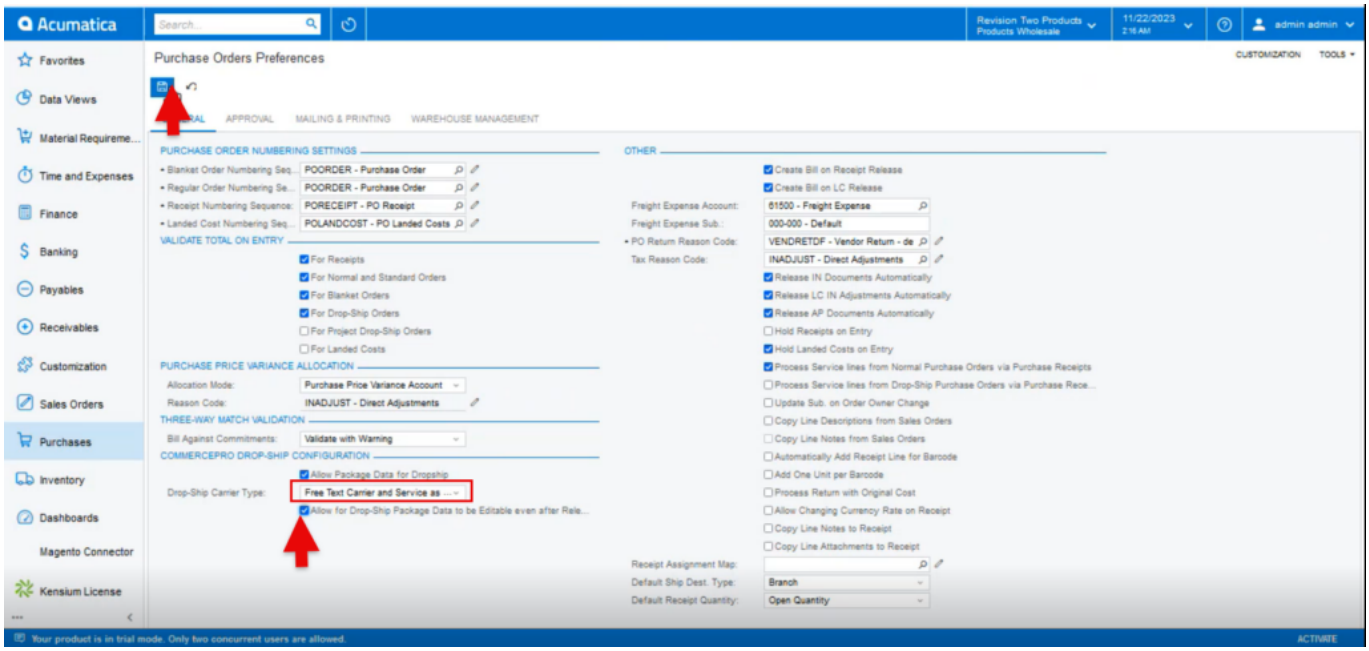
Process (1)

In the sales order you can see that shipment is created with Drop-Shipment with Drop- Ship tracking number, Shipment Nbr.

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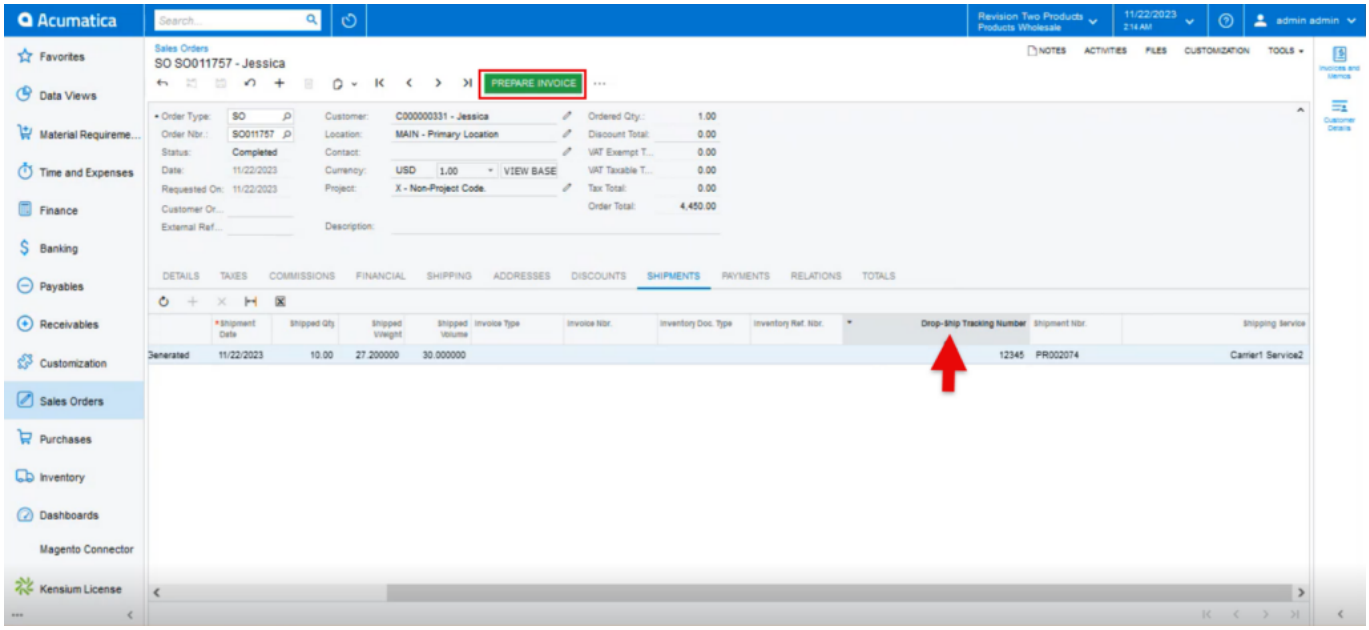


Process (2)



Process (3)

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Process (4)

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