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ShipRite USPS Rate Update v.10.21.2

This is a Critical Update that must be installed by 1/24/2021.

Overview

- Time to Download: 25-40 Seconds.
- Time to apply update: 15-25 minutes.
- It is recommended you download this at the end of day, and not as you arrive for work, unless you get to the center at least 1 hour ahead of time.
- When first opening ShipRite, the top header should read **v.10.21.2 – Build 3.** If it does not, please re-download the update.

HOTFIX - v.10.21.2 build 3 - released 1/26/2021

- Fixed issue where tracking number field left blank in package shipped emails
- Fixed issue where fuel surcharge added to FedEx One Rate package in transfer from Shipping screen to POS

v.10.21.2 build 1 - released 1/22/2021

- New 2021 USPS Rate Changes

Note: DO NOT wait until the rates take effect to download and install this update. Installing early won't affect your current rates and helps ensure support availability if necessary.

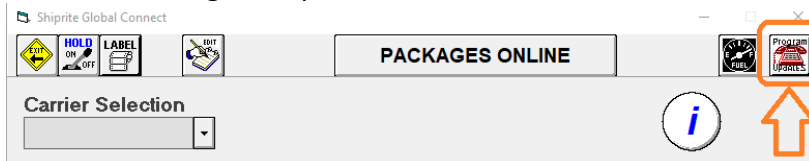
Version 21.2 will automatically download and apply the new 2021 rates on the specific due date. As such, the 21.2 update can be downloaded any time before the rate change takes effect.

On January 24th open these instructions and go to the "Applying the 2021 USPS rates" section.

Technical Support will be available Saturday 10am – 3pm EST.
Monday – Friday 8am-8pm EST.

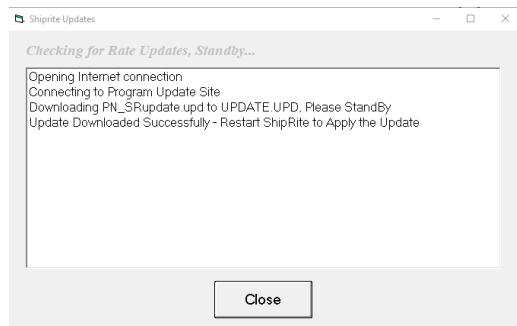
Installation

1. Backup your ShipRite database. You should be backing up DAILY. If you are not, please go to www.shipritesoftware.com/FAQS, download the "Backup ShipRite" instructions, and then apply the backup procedure.
2. The Update has to be done on the server computer with ShipRite closed on all other workstations.
3. On the server, from the main ShipRite screen, click on the EOD button. In the top right corner, click on the Program Updates button.



If Program Update button does NOT work, go to the next page of this document to manually download the update!

4. A ShipRite Updates status screen will display with information that the update is being downloaded. Depending on your internet speed, this can take a few minutes to complete. When done, a message will display informing you that the Update downloaded successfully. Close the screen and close out of ShipRite completely.



5. After closing ShipRite, open it right back up from the desktop shortcut. During the initial startup, a message will appear stating the Program Update has been located. Click YES to install the update.
6. If an updated version of the ShipRiteNet 4.5 module needs to be installed, a prompt will come up to install it. Follow the prompts to install it as well.
7. After the installation is completed, start ShipRite back up from your normal icon. The first time ShipRite is started up, the software will go through a loading procedure. This is normal.

The update is now completed.

If Program Update button fails to download the update:

It's possible that a firewall or anti-virus software blocks the Program Update from being downloaded. If that is the case follow these instructions:

1. Click [<<HERE>>](#) to manually download the US update.
2. SAVE to your desktop. Double click on the file name: Update_10.21.2.exe
3. Click NEXT to start the loading process, then FINISH to complete the installation.
4. If a message comes up to install the SAP Crystal Reports Runtime Engine, follow prompts to install.
5. If you receive prompts that the ShipRiteNet 4.5 module needs to update, go ahead and click YES and continue until done. Click CLOSE when done. If prompted to Repair or Remove, select Repair.
6. Start the ShipRite Program from the normal icon. You may get a message that X number of Database fields were added. This is normal. You will be required to restart the program again.
7. At this point start up ShipRite on the workstations.

Once the ShipRite Main Menu screen pops up, you are updated.

Workstations

After the server is updated, start ShipRite on any additional workstation that is present.

The first time ShipRite is started up on a workstation, a popup message may appear to install the "SAP Crystal Reports Runtime Engine" on each workstation if not already installed. Follow prompts on screen to install.

Start ShipRite back up.

If the ShipRiteNet 4.5 module needs to be updated on the workstation, a popup message will appear ("Failed to Load ShipRiteNet 4.5 module"). Press YES on that pop-up dialog and follow prompts on the screen to install the current ShipRiteNet module.

If prompted to repair or remove ShipRiteNet4.5, select Repair.

Applying the 2021 USPS rates

USPS Rates will change automatically on January 24th, 2021. When ShipRite is started up for the first time on or after that date, a message will display that the USPS rates have been loaded.

At that time, please verify that the correct USPS rates have been loaded. Go to Actions > Table Management > Service Tables. Spot check the following tables to ensure that the correct USPS rates are loaded.

USPS-PRI (Priority Mail)



USPS-INTL-FCMI
USPS-INTL-FCMI_Flats
USPS-INTL-FCMI_Letter
USPS-INTL-GXG
USPS-INTL-PMI
USPS-MEDIA
USPS-PRI
USPS-PRI_CubicRate
USPS-PRT-MTR
WWXPED
WWXPRES
WWXSVR

LBS	ZONE1	ZONE2	ZONE3	ZONE4	ZONE5	ZONE6	ZONE7
0.00	7.70	7.70	8.10	8.25	8.50	8.80	9.10
0.50	7.70	7.70	8.10	8.25	8.50	8.80	9.10
1.00	7.70	7.70	8.10	8.25	8.50	8.80	9.10
2.00	8.55	8.55	8.85	10.10	11.10	11.95	13.10
3.00	9.05	9.05	9.90	11.10	12.80	13.50	17.10
4.00	9.55	9.55	10.75	11.75	14.20	17.60	21.10
5.00	10.60	10.60	11.50	12.50	14.65	20.00	24.10
6.00	11.40	11.40	12.00	13.30	16.30	22.90	27.10
7.00	12.40	12.40	13.60	16.00	19.70	25.40	30.10
8.00	12.80	12.80	15.05	17.75	23.45	28.80	33.10
9.00	13.30	13.30	16.25	19.70	26.75	31.30	36.10
10.00	14.15	14.15	17.45	21.20	29.00	33.90	40.10
11.00	15.55	15.55	19.20	23.40	31.10	38.10	46.10
12.00	16.90	16.90	20.60	25.15	34.50	41.45	50.10
13.00	17.90	17.90	21.75	26.55	36.45	44.50	52.10
14.00	19.00	19.00	23.20	28.25	38.80	46.95	55.10
15.00	19.70	19.70	24.50	29.85	41.05	49.00	56.10
16.00	20.35	20.35	25.85	31.50	43.35	51.70	59.10
17.00	21.30	21.30	27.20	33.15	45.55	54.35	62.10
18.00	21.65	21.65	28.15	34.50	47.80	57.20	65.10
19.00	22.30	22.30	29.05	35.35	49.15	59.30	67.10

USPS-EXPR (Priority Mail Express)



FEDEX-SVR
FirstClass
USPS-4TH
USPS-4TH-NOSC
USPS-EXPR
USPS-INTL-EMI
USPS-INTL-FCMI
USPS-INTL-FCMI_Flats
USPS-INTL-FCMI_Letter
USPS-INTL-GXG
USPS-INTL-PMI
USPS-MEDIA
USPS-PRI

LBS	ZONE1	ZONE2	ZONE3	ZONE4	ZONE5	ZONE6	ZONE7
0.00	26.35	26.35	26.60	28.55	31.95	34.15	36.10
0.50	26.35	26.35	26.60	28.55	31.95	34.15	36.10
1.00	26.75	26.75	28.85	32.75	38.20	41.15	43.10
2.00	27.15	27.15	31.15	36.90	44.50	48.20	50.10
3.00	27.55	27.55	33.40	41.10	50.75	55.20	58.10
4.00	27.95	27.95	35.70	45.25	57.05	62.25	65.10
5.00	28.35	28.35	37.95	49.45	63.30	69.25	72.10
6.00	31.20	31.20	41.65	54.85	69.55	75.65	79.10
7.00	34.10	34.10	45.35	60.30	75.75	82.05	86.10
8.00	36.95	36.95	49.10	65.70	82.00	88.50	93.10
9.00	39.85	39.85	52.80	71.15	88.20	94.90	100.10
10.00	42.70	42.70	56.50	76.55	94.45	101.30	107.10
11.00	44.75	44.75	60.70	80.85	98.70	105.30	111.10
12.00	46.80	46.80	64.90	85.20	102.90	109.30	115.10
13.00	48.90	48.90	69.15	89.50	107.15	113.35	119.10
14.00	50.95	50.95	73.35	93.80	111.35	117.35	124.10
15.00	53.00	53.00	77.55	98.10	115.55	121.35	128.10
16.00	55.05	55.05	81.75	102.45	119.80	125.35	132.10
17.00	57.10	57.10	85.95	106.75	124.00	129.35	136.10
18.00	59.20	59.20	90.20	111.05	128.25	133.40	140.10
19.00	61.25	61.25	94.40	115.40	132.45	137.40	145.10

Update USPS Flat Rate Boxes and Envelopes

Go to Actions > Table Management Master Shipping Table > USPS > Packaging. Go through the list of Flat Rate envelopes and boxes and set your selling price. The correct costs will already be loaded.

(Please note that the displayed costs will reflect the commercial base discount)

Update USPS First Class Retail Pricing

Go to Actions > Table Management Master Shipping Table > USPS > First Class > Costs & Retail. The correct costs will already be loaded. Edit the 2 Retail columns and enter in your retail pricing. (RETAIL-Letter, RETAIL-Flat). Click "Save" when done.

Service Description: **USPS First-Class Mail**

Carrier Selection: **USPS**

Service Selection: **FirstClass**

USPS-4TH
USPS-4TH-NOSC
USPS-EXPR
USPS-INTL-EMI
USPS-INTL-FCMI
USPS-INTL-GXG
USPS-INTL-PMI
USPS-MEDIA
USPS-PRI
USPS-PRI_CubicRate
USPS-PRT-MTR

General Options Costs & Retail Accessorial Revenue

First-Class Mail Rates:

WEIGHT	COST-Letter	RETAIL-Lett	COST-Flat	RETAIL-Flat
1.00	0.55	0.55	1.00	1.00
2.00	0.75	0.75	1.20	1.20
3.00	0.95	0.95	1.40	1.40
3.50	1.15	1.15	1.60	1.60
4.00	0.00	0.00	1.60	1.60
5.00	0.00	0.00	1.80	1.80
6.00	0.00	0.00	2.00	2.00
7.00	0.00	0.00	2.20	2.20
8.00	0.00	0.00	2.40	2.40
9.00	0.00	0.00	2.60	2.60
10.00	0.00	0.00	2.80	2.80
11.00	0.00	0.00	3.00	3.00
12.00	0.00	0.00	3.20	3.20
13.00	0.00	0.00	3.40	3.40
14.00	0.00	0.00	0.00	0.00
15.00	0.00	0.00	0.00	0.00
15.90	0.00	0.00	0.00	0.00

Please note that the Endicia discount on printing first class letter stamps in MailMaster has been reduced to 4 cents instead of 5. When printing NetStamps, the Metered Mail rate (1 oz.) will increase by one cent to \$0.51 in 2021.

Update Accessorial Revenue pricing

The accessorial charges are NOT automatically updated and have to be updated manually by the user. Go to Actions > Table Management > Master Shipping Table > USPS > USPS-PRI

Select each one of the line items, update the cost and selling price, and **each time click the “Global Update”** button in the top left. This will apply the selected pricing to all USPS services.

ACCESSORIAL FEE	COST	SELL
Certified Mail	\$3.60	
Return Receipt	\$2.85	
Delivery Confirmation	\$0.00	
Delivery Confirmation w Sig	\$3.20	
Declared Value - Endicia		
Free coverage up to:	\$0.00	
Minimum Cost Up To:	\$100.00	
Min Cost	\$1.46	
For Each additional	\$100.00	
Cost	\$0.90	
Additional Handling*	n/a	n/a
DAS Surcharge – RES*	n/a	n/a
Fuel Surcharge*	n/a	n/a
Letter Markup Fee*	n/a	n/a

**Fields not used*

Please Note: the “Declared Value – Endicia” pricing is different for Domestic and International Services. After initially updating all the domestic pricing by clicking the Global Update button, select each of the following International Services individually, click on “Accessorial Revenue”, and set the “Declared Value – Endicia” International pricing. **Click “Update Now”** to save each time to apply the change just for that service.

USPS-INTL-EMI
USPS-INTL-FCMI
USPS-INTL-GXG
USPS-INTL-PMI

INTERNATIONAL		
Declared Value Endicia	Cost	Sell
Free coverage up to	\$0.00	
Min Cost Up To	\$0.00	
Min Cost / Charge	\$0.00	
For Each additional	\$100.00	
Cost	\$1.75	

Fixes Included in version 21.2

Type	Module	Description
	Build 1	
New	USPS	Updated USPS rates effective 01/24/2021.
Fix	Shipping	Updated DAS button to enable applying DAS charge for FedEx Intl destinations.
Fix	Shiplt	Updated to fix issue where FedEx Ground signature fees would show blank in Shipment History when signature added in Shipping Screen.
Fix	Shiplt	Updated FedEx Ground Home Del Convenient Delivery and Signature options screens to re-calculate fuel surcharge after making selections.
New	UPS	Canada Origin: Updated UPS Additional Handling surcharge increase if domestic package based on weight effective 12/27/2020.
New	UPS	Canada Origin: Updated UPS Large Package surcharge increase if residential package effective 12/27/2020.
New	USPS	Updated USPS to increase COD fees effective 1/24/2021.
Fix	Shipping	Updated Ship-Multi processing to fix issue where subsequent emails are sent with previous package info combined.
Fix	CustomsForm	Updated Customs Form to require customs values > 0 for documents contents when carrier is USPS.
Fix	FedEx	Updated FedEx dimensional weight factor to 139 for Ground Intl service when FASC program enabled.
Fix	Net45.MailBox	Updated Package Check Out signature capture to save image as PNG to fix signature image displayed in Proof of Delivery report.
Fix	Net45.FedExHAL	Updated FedEx Publish Delivery Event request to include converted PNG image data in signature detail.
New	USPS	Updated USPS FCMI to handle new added zones for packages separate from letters/flats.
Fix	USPS	Updated USPS Priority Mail Express Intl Exceptional Size Limits list to include South Korea.
New	MailMaster	Updated MailMaster to apply Endicia First Class Letter discount of \$0.04 effective 1/24/2021.
	Build 3	
Fix	Shipping	Updated package shipped emails to fix issue where shipment tracking number field would be left blank.
Fix	Shiplt	Updated FedEx options screens to fix issue where fuel surcharge added to One Rate package.