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ShipRite Update v.10.22.4 – Build 1

Crucial Rate update for USPS. This update must be installed by 7/10/2022

Overview

- Time to Download: 25-40 Seconds.
- Time to apply update: 2-5 minutes.
- When first opening ShipRite, the top header should read **v.10.22.4 – Build 1**. If it does not, please re-download the update.

- New USPS Rate Update effective 7/10/2022
- Updated DHL integration to latest DHL XML Services.

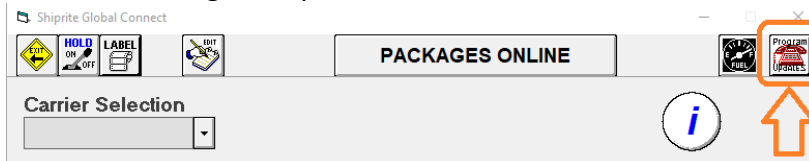
After loading update please go to page 4 of these instructions to set your pricing!

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

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

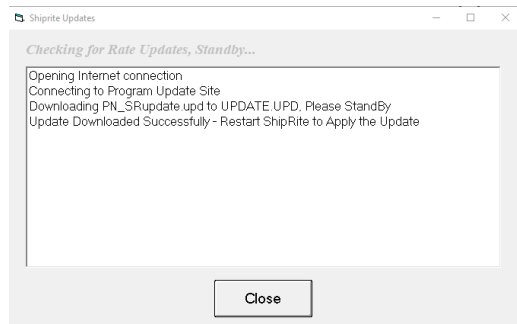
Installation

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 update.
2. SAVE to your desktop. Double click on the file name: Update_10.22.4.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.

USPS First Class Mail Rate Update

USPS Rates will change automatically on July 10th, 2022. 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.

Update USPS First Class Retail Pricing

On July 10th or after, 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

General Options Costs & Retail Accessorial Revenue

First-Class Mail Rates:

WEIGHT	COST-Lette	COMM-Lett	RETAIL-Lett	COST-Flat	RETAIL-Flat
1.00	0.60	0.57	0.60	1.20	1.20
2.00	0.84	0.81	0.84	1.44	1.44
3.00	1.08	1.05	1.08	1.68	1.68
3.50	1.32	1.29	1.32	1.92	1.92
4.00	0.00	0.00	0.00	1.92	1.92
5.00	0.00	0.00	0.00	2.16	2.16
6.00	0.00	0.00	0.00	2.40	2.40
7.00	0.00	0.00	0.00	2.64	2.64
8.00	0.00	0.00	0.00	2.88	2.88
9.00	0.00	0.00	0.00	3.12	3.12
10.00	0.00	0.00	0.00	3.36	3.36
11.00	0.00	0.00	0.00	3.60	3.60
12.00	0.00	0.00	0.00	3.84	3.84
13.00	0.00	0.00	0.00	4.08	4.08
14.00	0.00	0.00	0.00	0.00	0.00
15.00	0.00	0.00	0.00	0.00	0.00

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 > Accessorial Revenue

Select each one of the line items in the list below, 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	\$4.00	
Return Receipt	\$3.25	
Delivery Confirmation	\$0.00	
Delivery Confirmation w Sig	\$3.65	

USPS Parcel Select Cubic Rates

The USPS has released Cubic Rates for Parcel Select service. USPS Cubic Pricing provides cheaper shipping rates on small but heavy packages. It’s applicable for packages that measure no more than 1 cubic foot.

ShipRite users that are using Endicia, automatically qualify for the new discounted rates.

If you would like to pass the savings to your customer, then enable cubic rates in ShipRite. Please go to Setup > General Setup Options > Carrier Setup > USPS > SETUP – USPS Parcel Select Cubic Rate. This will enable the discounted rates in the SHIP screen.

For increased profit, you can leave the option unchecked in which case the SHIP screen will quote the regular Parcel Select rates, however you will still receive the discounted rates through Endicia.

DHL

With this update ShipRite upgraded to the latest DHL XML services interface for processing DHL shipments. This update ensures that ShipRite remains compatible with the latest DHL technology requirements.

There is no action or setup required by the user. After updating, you can keep shipping DHL as usual.

A new option has been added which allows the shipper and consignee to get the shipment tracking number emailed to them directly from DHL. To enable this option please go to Setup > General Setup Options > Carrier Setup > DHL-I > EMAIL Shipping Notifications.

Fixes Included in version 22.4

Type	Module	Description
	Build 1	
New	Net45.DHLWeb	Added DHL XML Services v10 to ShipRiteNet4.5 module.
New	DHLWeb	Updated DHL XML Services to v10 via ShipRiteNet4.5 module.
New	SetupProgram	Added 'EMAIL - Shipping Notifications' option to enable/disable email notifications in DHL Carrier Setup.
New	SetupProgram	Added 'SETUP - DHL Account Number' option to enter DHL account number in DHL Carrier Setup.
New	SetupProgram	Added 'SETUP - DHL Discount Tier' option to select DHL discount tier in DHL Carrier Setup.
New	USPS	Updated USPS rates effective 07/10/2022.
New	USPS	Updated USPS to increase COD fees effective 07/10/2022.
New	MailMaster	Updated MailMaster to apply Endicia First Class Letter discounted rates from database.
New	MST	Updated USPS First Class Mail Rates table with Endicia First Class Letter discount rates column.
New	USPS	Added USPS Parcel Select Cubic Rate pricing effective 07/10/2022.
New	SetupProgram	Added USPS Parcel Select Cubic Rate option in Carrier Setup to enable/disable Parcel Select Cubic rates under discounted cost when applicable.
Fix	ShipMaster	Updated Ship Address Entry to save US phone number with dashes.
Fix	Speedee	Updated Speedee label to print 'UNB' when Unboxed Parcel Fee applied.
Fix	Net45.FedExWeb	Updated FedEx LTL Freight rate request to fix issue where line item info not used in request.
Fix	Manager	Updated POS Refund procedure to trim whitespace when checking if required fields are filled.
Fix	Shipping	Removed unused setting that could disable Shipping Invoice.
Fix	Shipping	AK/HI Origin: Updated UPS fuel surcharge update process to update UPS Ground fuel surcharge if ASO enabled.
Fix	FedEx	HI Origin: Updated FedEx to fix issue where zone based Additional Handling not applying correctly for some zones.
Fix	PackageDetails	Updated Show Package Details to fix issue where USPS Certified Mail and Return Receipt not included in recalculated totals.
Fix	MST	Updated USPS First Class Mail Rates table to lock the Weight and Cost columns to prevent edits.