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ShipRite Update v.10.23.2

This is a Critical Update that must be installed by 1/22/2023.

Overview

- Time to Download: 25-40 Seconds.
- Time to apply update: 5-10 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.

- **New 2023 Rate changes for USPS**
- Added option to print USPS Endicia labels in PDF format.
- Added DHL 'Restricted Destination' and 'Exporter Validation' Surcharges for document service.

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.

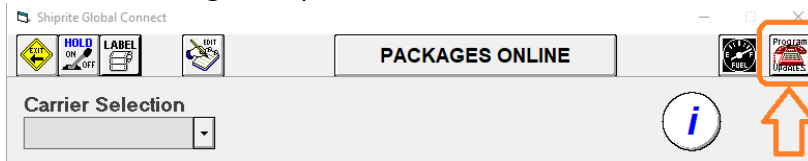
Version 23.2 will automatically download and apply the new 2023 USPS rates on the due date. As such, the 23.2 update can be downloaded any time before the rate change takes effect.

On 1/22/2023 open these instructions and go to the "Applying the 2023 USPS rates" section. Follow the instructions to check rates and update accessorial charges.

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

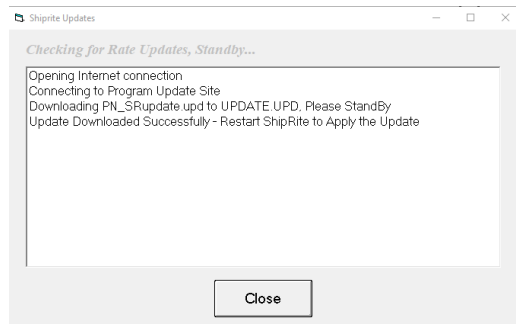
Installation

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_10.23.2.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.

Endicia PDF Labels

With this update we added the option to print USPS Endicia Labels in PDF format to your laser/desktop printer. This is a great backup feature in case a label printer is malfunctioning.

To enable this option, go to Setup > General Setup Options > Local Features > PRINTER Endicia Label Type. Change it to "PDF Image" and click Update Now.

In order to print these labels, you need to have Adobe Acrobat Reader setup as your default program to view PDF files. You can download it from this link:

<https://get.adobe.com/reader/>

(Make sure to uncheck the McAfee Security install options before clicking Download)

Additionally, a few users have reported formatting problem with their 4x6 labels printed on their label printer. If you are having problems, this feature now gives you the option to change the label type from the default "EPL" to "ZPL" printer language labels. Please note that "ZPL" is a newer printer language and is not supported by older label printers such as the Zebra LP2844 printer.

DHL 'Restricted Destination' and 'Exporter Validation' Surcharges

Starting this year, DHL is applying the Restricted Destination and Exporter Validation surcharges to Document shipments. Previously these charges were only applicable to packages.

You need to set the pricing for these surcharges to the DHL-INT-DOC service in the master shipping table. Please go to Actions > Table Management > Master Shipping Table > DHL > DHL-INT-DOC > Accessorial Revenue. Set the cost and enter your Sell pricing, then click Update Now.

| ACCESSORIAL FEE | COST | SELL |
|----------------------------------|---------|------|
| Restricted Destination Surcharge | \$30.00 | |
| Exporter Validation Surcharge | \$30.00 | |

FedEx Remote Area Surcharges

Starting 1/30/2023 FedEx will start applying Remote Area surcharge to select zip codes in the US. ShipRite is programmed to start applying that surcharge on the correct date.

The pricing for this surcharge should have been set by you during the new year rate update.

If you haven't updated your accessorial surcharges for the new year, then please go through this document starting at page 6 to update your surcharges for all carriers.

https://support.shipritesoftware.com/ShipRite_Updates/23_1_Update_Legacy.pdf

Applying the 2023 USPS rates

On 1/22/2023 check the rate charts and update the accessorial pricing below.

If the rate charts do not match, please verify that you are running version 23.2 first.

The version number will be displayed on the top bar of the blue splash screen when the software is first opened.

If you are on version 23.2 and the rates still do not match, try restarting your computer for changes to take effect. Finally, if the rates are still not updated, please open a support ticket.

USPS – 1/22/2023

USPS Rates will change automatically on January 22nd, 2023. 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 | 9.35 | 9.55 | 9.85 | 10.20 | 10.65 | 10.95 | 11.15 |
| 0.50 | 9.35 | 9.55 | 9.85 | 10.20 | 10.65 | 10.95 | 11.15 |
| 1.00 | 9.35 | 9.55 | 9.85 | 10.20 | 10.65 | 10.95 | 11.15 |
| 2.00 | 9.80 | 10.05 | 10.55 | 11.45 | 12.45 | 13.40 | 15.15 |
| 3.00 | 10.45 | 10.75 | 11.35 | 12.55 | 14.50 | 16.30 | 18.15 |
| 4.00 | 11.15 | 11.45 | 12.20 | 13.30 | 15.80 | 19.35 | 22.15 |
| 5.00 | 11.90 | 12.20 | 13.05 | 14.05 | 16.65 | 21.55 | 26.15 |
| 6.00 | 12.30 | 12.60 | 13.45 | 14.85 | 17.85 | 24.05 | 29.15 |
| 7.00 | 12.80 | 13.15 | 13.95 | 15.75 | 19.55 | 25.85 | 32.15 |
| 8.00 | 13.35 | 13.70 | 14.65 | 16.15 | 20.60 | 27.50 | 36.15 |
| 9.00 | 13.60 | 13.95 | 15.05 | 16.55 | 22.15 | 29.90 | 39.15 |
| 10.00 | 14.90 | 15.25 | 16.05 | 17.90 | 23.50 | 32.25 | 42.15 |
| 11.00 | 15.95 | 16.30 | 16.95 | 19.00 | 24.45 | 34.80 | 46.15 |
| 12.00 | 16.65 | 17.05 | 17.70 | 19.65 | 25.80 | 36.90 | 50.15 |
| 13.00 | 17.25 | 17.70 | 18.40 | 20.35 | 27.30 | 38.90 | 54.15 |
| 14.00 | 18.00 | 18.45 | 19.20 | 21.10 | 28.80 | 41.45 | 59.15 |
| 15.00 | 18.75 | 19.20 | 20.05 | 21.80 | 30.40 | 42.75 | 60.15 |
| 16.00 | 19.50 | 20.00 | 21.10 | 22.90 | 32.35 | 44.80 | 64.15 |
| 17.00 | 20.35 | 20.85 | 22.20 | 24.10 | 34.50 | 47.30 | 67.15 |
| 18.00 | 21.25 | 21.80 | 23.35 | 25.30 | 36.70 | 49.35 | 70.15 |
| 19.00 | 22.20 | 22.75 | 24.55 | 26.55 | 39.10 | 50.00 | 73.15 |

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 | 28.75 | 28.95 | 29.05 | 31.20 | 35.50 | 38.15 | 40.15 |
| 0.50 | 28.75 | 28.95 | 29.05 | 31.20 | 35.50 | 38.15 | 40.15 |
| 1.00 | 29.20 | 29.90 | 31.55 | 35.80 | 42.40 | 45.90 | 48.15 |
| 2.00 | 29.70 | 30.90 | 34.10 | 40.40 | 49.30 | 53.65 | 56.15 |
| 3.00 | 30.15 | 31.85 | 36.60 | 45.00 | 56.20 | 61.40 | 64.15 |
| 4.00 | 30.65 | 32.85 | 39.15 | 49.60 | 63.10 | 69.15 | 72.15 |
| 5.00 | 31.10 | 33.80 | 41.65 | 54.20 | 70.00 | 76.90 | 80.15 |
| 6.00 | 34.25 | 37.20 | 45.75 | 60.15 | 76.85 | 84.00 | 88.15 |
| 7.00 | 37.40 | 40.55 | 49.85 | 66.10 | 83.70 | 91.05 | 96.15 |
| 8.00 | 40.50 | 43.95 | 53.90 | 72.05 | 90.55 | 98.15 | 103.15 |
| 9.00 | 43.65 | 47.30 | 58.00 | 78.00 | 97.40 | 105.20 | 111.15 |
| 10.00 | 46.80 | 50.70 | 62.10 | 83.95 | 104.25 | 112.30 | 119.15 |
| 11.00 | 49.05 | 53.55 | 66.75 | 88.65 | 108.90 | 116.70 | 123.15 |
| 12.00 | 51.30 | 56.40 | 71.35 | 93.35 | 113.50 | 121.15 | 128.15 |
| 13.00 | 53.55 | 59.25 | 76.00 | 98.10 | 118.15 | 125.55 | 133.15 |
| 14.00 | 55.80 | 62.10 | 80.65 | 102.80 | 122.75 | 129.95 | 137.15 |
| 15.00 | 58.05 | 64.90 | 85.30 | 107.50 | 127.40 | 134.40 | 142.15 |
| 16.00 | 60.30 | 67.75 | 89.90 | 112.20 | 132.05 | 138.80 | 147.15 |
| 17.00 | 62.55 | 70.60 | 94.55 | 116.90 | 136.65 | 143.20 | 151.15 |
| 18.00 | 64.80 | 73.45 | 99.20 | 121.65 | 141.30 | 147.60 | 156.15 |
| 19.00 | 67.05 | 76.30 | 103.80 | 126.35 | 145.90 | 152.05 | 161.15 |

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 set your Retail pricing. *(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.

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 | \$4.15 | |
| Return Receipt | \$3.35 | |
| Delivery Confirmation | \$0.00 | |
| Delivery Confirmation w Sig | \$3.80 | |
| Nonstandard Fee (L > 22 in) | \$4.00 | |
| Nonstandard Fee (L > 30 in) | \$15.00 | |
| Nonstandard Fee (V > 2 cu ft) | \$25.00 | |
| | | |
| Declared Value - Endicia | | |
| Free coverage up to: | \$0.00 | |
| Minimum Cost Up To: | \$100.00 | |
| Min Cost | \$1.65 | |
| | | |
| For Each additional | \$100.00 | |
| Cost | \$1.15 | |
| | | |
| 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 | \$100.00 | |
| Min Cost / Charge | \$1.92 | |
| | | |
| For Each additional | \$100.00 | |
| Cost | \$1.85 | |

Fixes Included in version 23.2

| Type | Module | Description |
|------|----------------|---|
| | Build 1 | |
| New | USPS | Updated USPS rates effective 01/22/2023. |
| New | USPS | Updated USPS to increase COD fees effective 01/22/2023. |
| New | SetupProgram | Local Features: Added option 'PRINTER - Endicia Label Type' to allow user to switch the Endicia ship request label image format between Eltron, Zebra, and PDF. |
| New | EndiciaWeb | Updated Endicia ship request label image format to use format set in 'PRINTER - Endicia Label Type' option. |
| New | FedEx | Updated FedEx DAS zip codes effective 01/30/2023. |
| Fix | Net45.DHLWeb | Updated DHL XML Services ship request to hide account number on Waybill Doc label. |
| Fix | Net45.FedExWeb | Updated FedEx Web Services ship request to mask account number on intl AWB label. |
| Fix | Net45.DropOff | Updated Save Packages procedure to remove DHL/UPS confirm upload message dialog for each package. |
| Fix | Net45.DropOff | Updated Drop Off Manager to load DHL/UPS setup fields from db once at form load to prevent db locked error message when saving packages. |
| Fix | DHL | Updated DHL to add Restricted Destination, Exporter Validation surcharges to the DHL Docs service. |
| Fix | MST | Added DHL 'Restricted Destination Surcharge', 'Exporter Validation Surcharge' setup to DHL Docs service. |
| Fix | DHL | Updated DHL fuel surcharge calculation to remove Restricted Destination, Exporter Validation surcharges. |
| Fix | USPS | Updated Endicia ShipRite Preferred discounted pricing. |