



How to: Manage Shipping Information

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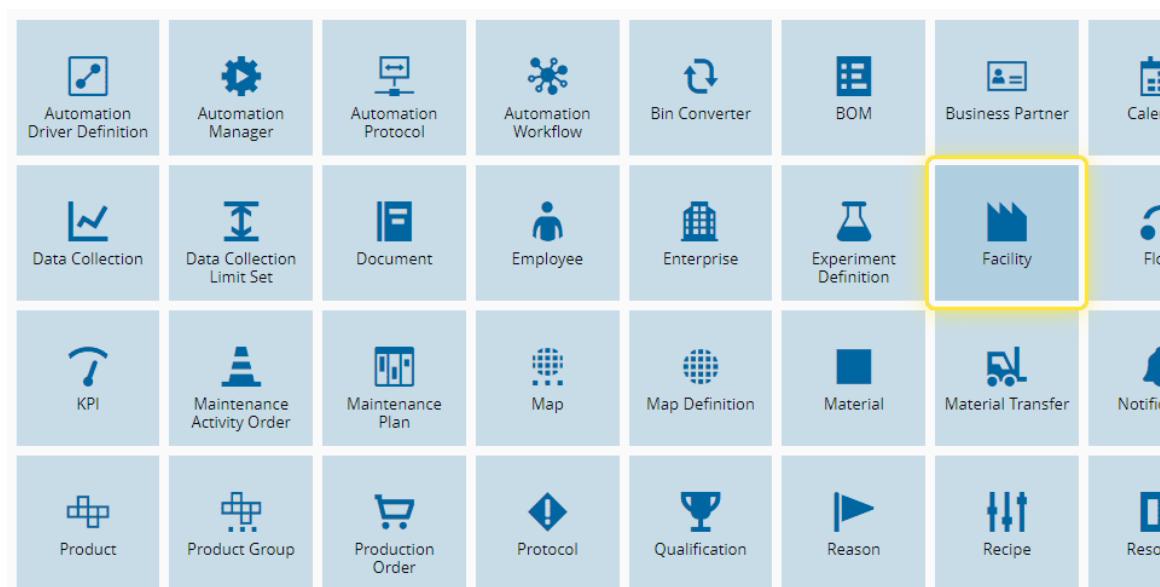
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How to: Manage Shipping Information

1. Go to the Business Data menu.



2. Select the Facility entity.



3. Select the Facility.

NAME	DESCRIPTION
AP_Facility 2	AP_Facility 2
Chocolate Factory	Chocolate Factory Facility
Cookie Factory	Cookie Factory Facility
Distribution Center	Distribution Center Facility
Facility 1	

4. Select the Shipping Information section.

For more information, see [Manage Shipping Facilities - Critical Manufacturing Documentation Portal](#)

AP_Facility 2 (Active)

Facility

Name: AP_Facility 2
Description: AP_Facility 2
Type: Production
Universal State: Active

Information

Display Order: 0
Default Calendar: Regular Calendar
Remote: No
Terminate On Ship to This Facility: No

SHIPPING INFORMATION

ATTACHMENTS

5. Select Manage.

▼ SHIPPING INFORMATION

Refresh  Manage

Facilities to Ship to (0)

FACILITY	DESCRIPTION
No data to display	

6. Add the necessary Facilities to Ship to.

Manage Facilities to Ship to

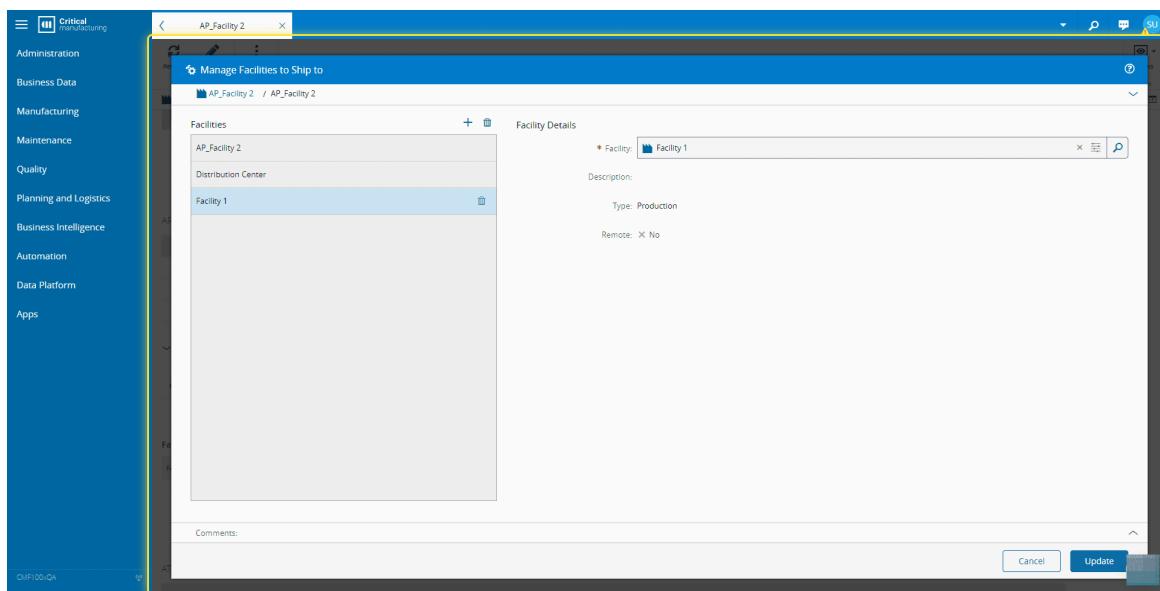
AP_Facility 2 / AP_Facility 2

Facilities  

Facility Details
Missing Facilities

No Items Found

7. Select Update.





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