UPS

Overview

This document provides a step-by-step guide to integrating UPS with **Voila**. Follow these instructions to integrate UPS into your system:

1. Begin by **navigating** to the left panel and hovering your cursor over "API Accounts."
2. **Click** the plus icon to initiate the setup process under your preferred API Account.
3. In the first row, **choose** "UPS" from the list of available options.
4. The following fields are required for setting up UPS integration:
   - **Company**: **Enter** any identifier you prefer.
   - **Testing**: This is a simple **yes or no** selection. If enabled, the information will not be transmitted to the courier through their API, making it suitable for testing.
   - **User_ID, Password, Access_Key, Account_Number, Contract_Company_Name, Contract_Name, Contract_Address_1, Contract_Address_2, Contract_Address_3, Contract_City, Contract_County, Contract_Postcode, Contract_Country_ISO, Contract_Phone, Contract_Email, Contract_Tax_ID**: **Obtain** these details through UPS's platform or contact them directly to acquire this information.
   - **Notes**: Use this field to **enter** relevant information or notes regarding this courier. It will only be visible to you.
5. To complete the setup, **click** on "Save Changes."

By following these steps, you will successfully configure the UPS integration with your **Voila** account.

> Click to Play or Pause the Video

Revision #4

Created 11 February 2025 11:17:34 by Michelle Ratcliffe

Updated 4 March 2025 09:20:08 by Michelle Ratcliffe