

Third-Party Billing to Wholesale Customer Account

04/30/2025 3:10 pm CDT

Overview

Third-party billing to wholesale customers currently works for UPS and FedEx accounts.

When shipping to wholesale customers, you can bill the shipping charges directly to the customer's account.

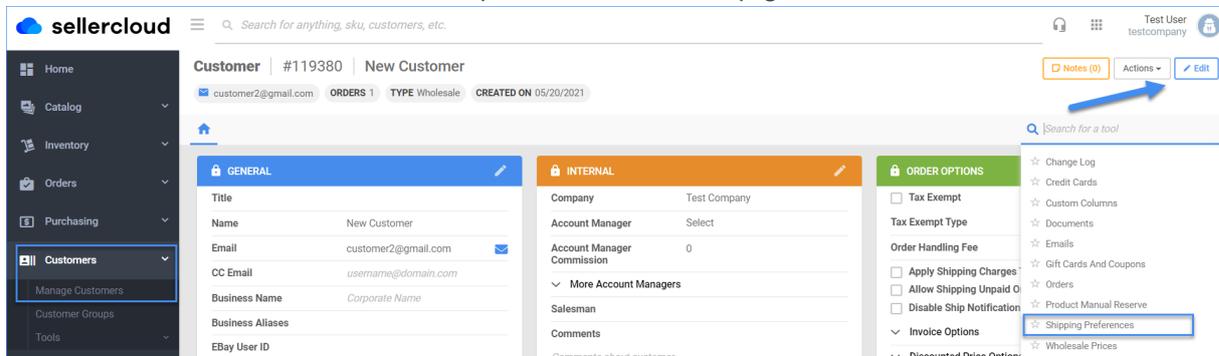
Note: This is separate from regular per-channel [third-party billing](#).

All of the following conditions must be met in order to bill the customer's account:

- Order is marked as a [wholesale order](#) by either:
 - checking the **Wholesale Order** box at the upper left when creating the order, or when importing orders under the **Wholesale Channel**
- The customer must be a wholesale customer
- The customer's default carrier is used on the order (see step #5 below)

Set Up Wholesale Customer Third-Party Billing

1. In Sellercloud, go to **Customers > Manage Customers**.
2. Select the desired customer from the list to open a customer's details page > Click **Edit**.



3. From **Toolbox**, select **Shipping Preferences > Check Enable Customer shipping account**.
4. Enter the customer's **Account #** (and meter number, if applicable).
5. Choose a default **Shipping Carrier** (followed by the shipping method). The customer account is only billed if the shipping carrier on the order matches this default carrier.

Customer #119380 | New Customer

customer2@gmail.com | ORDERS 1 | TYPE Wholesale | CREATED ON 05/20/2021

Shipping Preferences x

PREFERENCES

Note: Selecting shipping carrier/method will assign it to orders and will lock it on orders.

Carrier: FedEx

Method: FedEx Ground

Charges: 0

Account #: 75767

Postal Code:

Enable Customer Shipping Account

Enable Customer Shipping Account: Bill Receiver

Notes (0) | Actions | Cancel | Save

6. Click **Save** to save the changes.

Understanding third-party billing to wholesale customers

This function currently works for UPS and FedEx accounts.

When shipping to wholesale customers, you can bill the shipping charges directly to the customer's account. **Note:** This is separate from regular per-channel [third-party billing](#).

All of the following conditions must be met in order to bill the customer's account:

- Order is marked as a [wholesale order](#) by either:
 - checking the Wholesale Order box at the top left when creating the order, or
 - when importing orders under the Wholesale Channel
- Customer is a wholesale customer
- Customer's default carrier is used on the order (see step #5 below)

Setting up wholesale customer third-party billing

1. Go to Customers > choose the customer in grid to open their **General Information**.
2. Check **Enable Customer shipping account** > **Save**.

Phone 3: [input]

Mobile: [input] Send Test SMS

Mobile Carrier: Select

Fax Number: [input]

Enable Customer shipping Account

Enable Customer shipping Account : Bill Receiver

Order PDF Invoice Plugin: None

Order Handling Fee: 0

Save

3. From the side menu > **Shipping Preferences**.
4. Enter the customer's **Account #** (and meter number, if applicable).
5. Choose a default **Shipping Carrier** (followed by the shipping method) > **Save Preferences**. The customer account is

only billed if the shipping carrier on the order matches this default carrier.

Home > Customers List > [Customer Name] > Shipping Preferences

General Information	Shipping Carrier:	UPS
Orders	Shipping Method:	2nd Day Air
Companies	Shipping Charges:	0.00
Companies Aliases	Select Account#:	
Addresses	Shipping account Postal Code:	
Documents		<input type="button" value="Save Preferences"/>
Notes		
Shipping Preferences		
Roles		