

Ship From Address in Shipbridge

04/30/2025 3:10 pm CDT

Overview

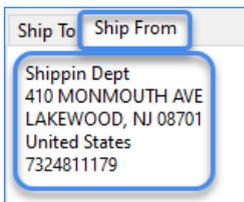
The **Ship From** address is the warehouse from which your shipment will be picked up for final delivery to a carrier's fulfillment center.

The **Ship From** address is not your supplier's address. Think of the **Ship From** address as your shipment's last stop before being delivered to a fulfillment warehouse.

An order's **Ship From** address is important as this is used for the shipping cost calculation.

Manage the Ship From Address

You can see the **Ship From** in the Address section in the bottom left corner.

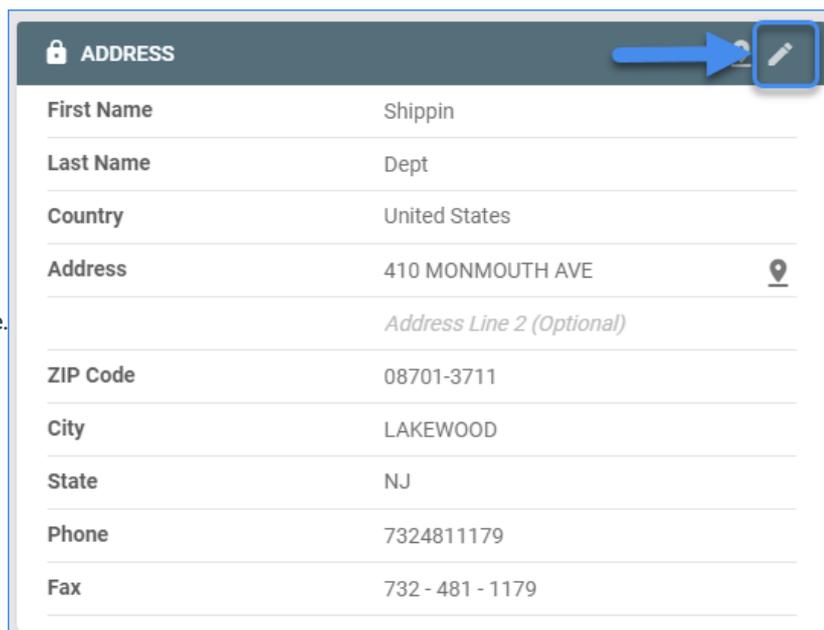


By default, the label's **Ship From** address is pulled from the profile of the company on the order.

To change that address in Sellercloud:

1. Go to **Settings > Companies > Manage Companies** > Open a company.
2. Go to **Address panel > Click Edit** > Change the address.

3. Click **Save**.

A screenshot of the 'ADDRESS' panel in Sellercloud. The panel has a dark header with a lock icon and the word 'ADDRESS'. A blue arrow points to an 'Edit' icon (a pencil) in the top right corner. The form contains the following fields:

First Name	Shippin
Last Name	Dept
Country	United States
Address	410 MONMOUTH AVE
	<i>Address Line 2 (Optional)</i>
ZIP Code	08701-3711
City	LAKEWOOD
State	NJ
Phone	7324811179
Fax	732 - 481 - 1179

However, if you need a different **Ship From** address on the label, two options exist to override it:

- [Channel Company Profile](#) – This lets you set different **Ship From** addresses based on the originating channel.

- Shipbridge setting **Use Warehouse Address** – This setting is located in **Menu > Options > Shipping**, and uses the address set on the Ship From warehouse profile page.

Options

General Connection Invoice **Shipping** Batches Customs Carriers Shipsurance

Include the customer name in the UI order log

Add 'Confirm orders' context menu shortcut

Show buttons to refresh existing, and download new orders

Consider Address Classification from CWA

After shipping, automatically clear and focus the Order ID filter

Use per-package signature confirmation (Requires restart)

If there is only one result in the grid, auto-select "Mark for Shipping"

Use CWA package type dimensions where available

Shipped tab: Skip order redownload

Default grid insurance type:

Only allow shipping of orders loaded from picklists

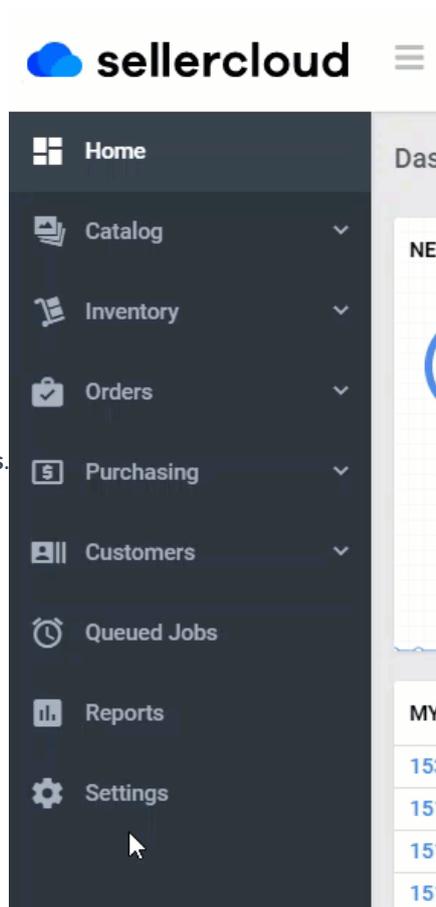
Require PIN for Delivery and Signature Confirmation changes

Save declared value back to CWA/database

Use Warehouse Address (based on Location and Station)

Disallow USPS shipping for Amazon orders going to Mexico

To change this, in Sellercloud:



1. Go to **Settings > Inventory > Manage Warehouses**.

2. Open a warehouse > Click **Edit** > Change the address in the **Address** panel.

3. Click Save.

ADDRESS	
First Name *	test
Middle Name	Middle Name
Last Name *	test
Business	SellerCloud
Country *	Select
Address *	410 MONMOUTH AVE str
	Address Line 2 (Optional)
Postal Code *	08701-3711
City *	LAKEWOOD
Region	NJ
Phone	7324811179

By default, the Default Warehouse is the **Ship From** warehouse. However, you can set up Locations and Stations to ship from other warehouses.

Locations and Stations

To keep track of order shipping, you can set a shipping station/location to identify where it was shipped.

Warehouses can also be associated with locations for inventory movement. Orders shipped from that location will deduct inventory from the associated warehouse.

Adding a New Location

Locations and stations are added (and edited) in SellerCloud:

1. Click **Settings > Inventory > Warehouse Locations** > Click the plus icon to **Add New Location**.
2. Enter a location name; for example, New Jersey. If you want to associate the warehouse for inventory reductions, select a warehouse from the **Warehouse** dropdown.
Note: This requires enabling the setting **When using multiple warehouses, deduct inv qty from proper warehouse (based on location)** in Shipbridge.
3. Add an optional comment.
4. **Save.**

Warehouse Location Settings		
WAREHOUSE LOCATION		
LOCATION	PREFIX	WAREHOUSE
test123		Default Warehouse
New Jersey		Default Warehouse
KLLocation	KLL	KLWH

ADD NEW WAREHOUSE LOCATION

Location Name * New Jersey

Prefix

Warehouse Back Store Room

Comments

CANCEL SAVE

Assign Each Location To a Shipping Station

To assign each new or existing location and station to a different computer:

1. In Shipbridge, click **Menu > Options**.
2. On the **General** tab, find the **Location** and **Station** fields and select the desired values.

The screenshot shows the 'Options' page in Shipbridge, with the 'General' tab selected. The 'Location' and 'Station' dropdown menus are highlighted with a blue box, and a blue arrow points to them. The 'Location' dropdown is set to '0 - None' and the 'Station' dropdown is also set to '0 - None'. The 'Bin' field is set to '0'. Other settings include 'Always use the default shipping services' (unchecked), 'Always show all relevant services in the grid' (unchecked), 'Use upper-case mode in customer information' (unchecked), 'Use strict order ID filtering' (unchecked), 'Enable multi-package support' (unchecked), 'Notify of new/hidden orders' (unchecked), 'Require login at startup' (unchecked), 'Enable 'Shipped Tab'' (checked), 'Supress "Compueted order" error message' (unchecked), 'Show address validation PIN error' (checked), 'Show "Mark Order as Pending Address Correction" option' (checked), and 'Enable invoice counter' (checked). The 'FedEx' and 'DHL' carrier options are visible at the top.

Configure the following as desired:

- a. To only load orders into Shipbridge that are set to ship from this location – On the **General** tab, select **Only load orders from specific warehouse**.
- b. To associate inventory reductions from a station to a specific warehouse, select the setting **When using multiple warehouses, deduct inv qty from proper warehouse (based on location)** on the **Shipping** tab.
- c. To print the warehouse address as the return address, select the setting **Use Warehouse Address** on the **Shipping** tab.

Every order that is shipped from an assigned computer will have the location and station referenced on the Order Detail page.

Order History

All orders have a **Show History** button at the bottom of the page. Clicking it opens the Order Change History, logging every action applied to the order, including the employee login and timestamp.