Share Vendors Across Companies

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Overview

When you create Vendors in Sellercloud, you have the option to create a unified pool of vendors and share them across all your companies by configuring them as **Client-Wide**. This approach enables you to share that group of vendors across all your companies and make them available for selection when dealing with products and purchase orders from any of your existing companies.

Alternatively, you can choose to designate different vendors for each individual company. This is achieved by configuring vendors to be treated as **Company-Wide**. Each vendor you create will then belong exclusively to its respective company, maintaining a distinct vendor pool for each company you manage.
Clients activated after mid-November 2016 have their Vendors set up as **Client-Wide** by default.
If you use client-wide vendors, the default company for dropship POs will be set to the order company. If vendors are company-wide, each PO will be assigned to the company the vendor belongs to.

Client-Wide Vendors

Client-Wide Vendors are accessible from every company under your account, but they can be managed only from the default company. This would mean that whenever you click a vendor reference link, you will open the **Vendor** details page in the default company.
If you currently have existing vendors across multiple companies that you would like to unify, a temporary action called **Prepare Vendors Client-wide** must be run by Sellercloud Support to merge them into the default company. This action should be completed before you **Enable Vendors To Be Client Wide**. Contact Sellercloud Support if you ever need to do this!

To configure your Vendors as **Client-Wide**:

1. Navigate to **Settings** > **Client Settings** > **General Client Settings**.

2. Go to **Purchasing** and check **Enable Vendors To Be Client Wide**.

3. **Save** your changes.
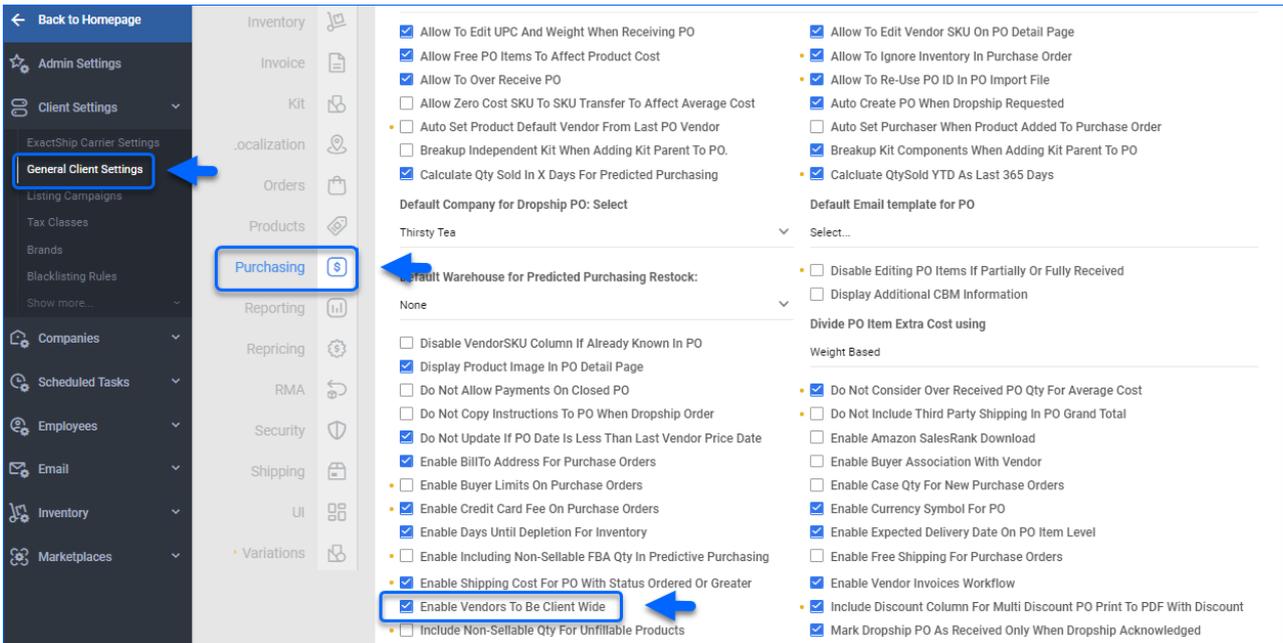
You have 2 options to display your **Vendor** list:

- Via company's **Settings**.
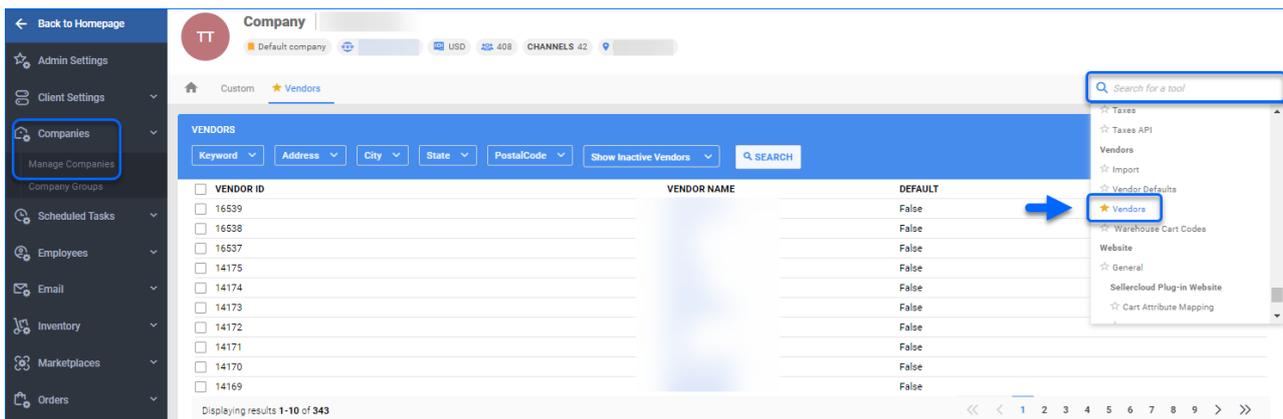- Via company's **Toolbox**.

The first option to open your **Vendors** list is to go to **Purchasing** > **Vendors** > **Manage Vendors**.
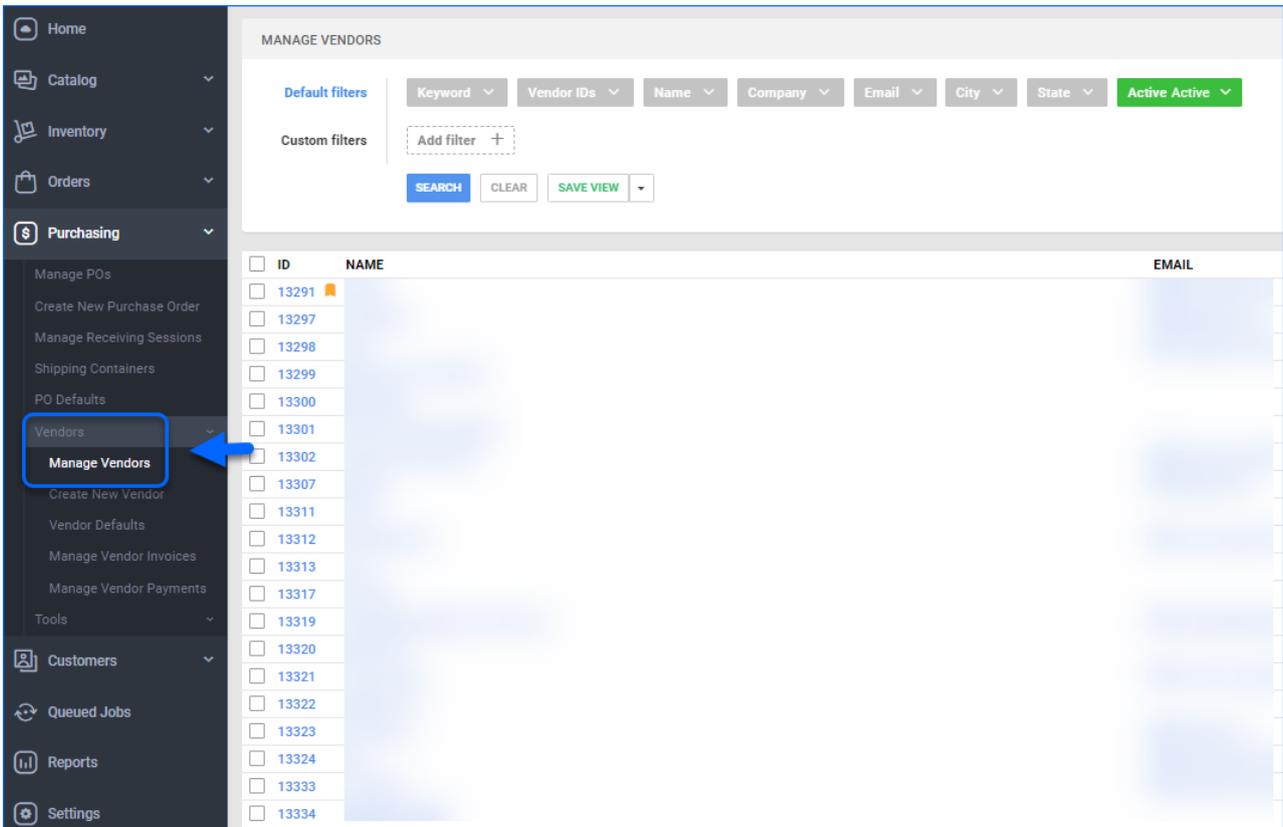
An alternative way to view your **Vendors** is from your company's **Toolbox**:

1. Navigate to **Settings** > **Companies** > **Manage Companies**.

2. Select a company.

3. From the company's **Toolbox**, find and choose **Vendors**.

New vendors will be available in both default and non-default companies. However, you will only be able to edit the vendor from the default company.

With Sellercloud, you can seamlessly create and manage your Vendors, configure Vendor Properties and Vendor Invoices.

Share Vendors across Companies

Our **Company-Wide** Vendors configuration has been predominantly used in the past and is controlled by the **Share Vendors across Companies** Client Setting. For flawless business operations, we recommend setting up your Vendors as Client-Wide instead.

If you wish to reconfigure your existing **Company-Wide** Vendors to **Client-Wide,** contact Sellercloud Support.

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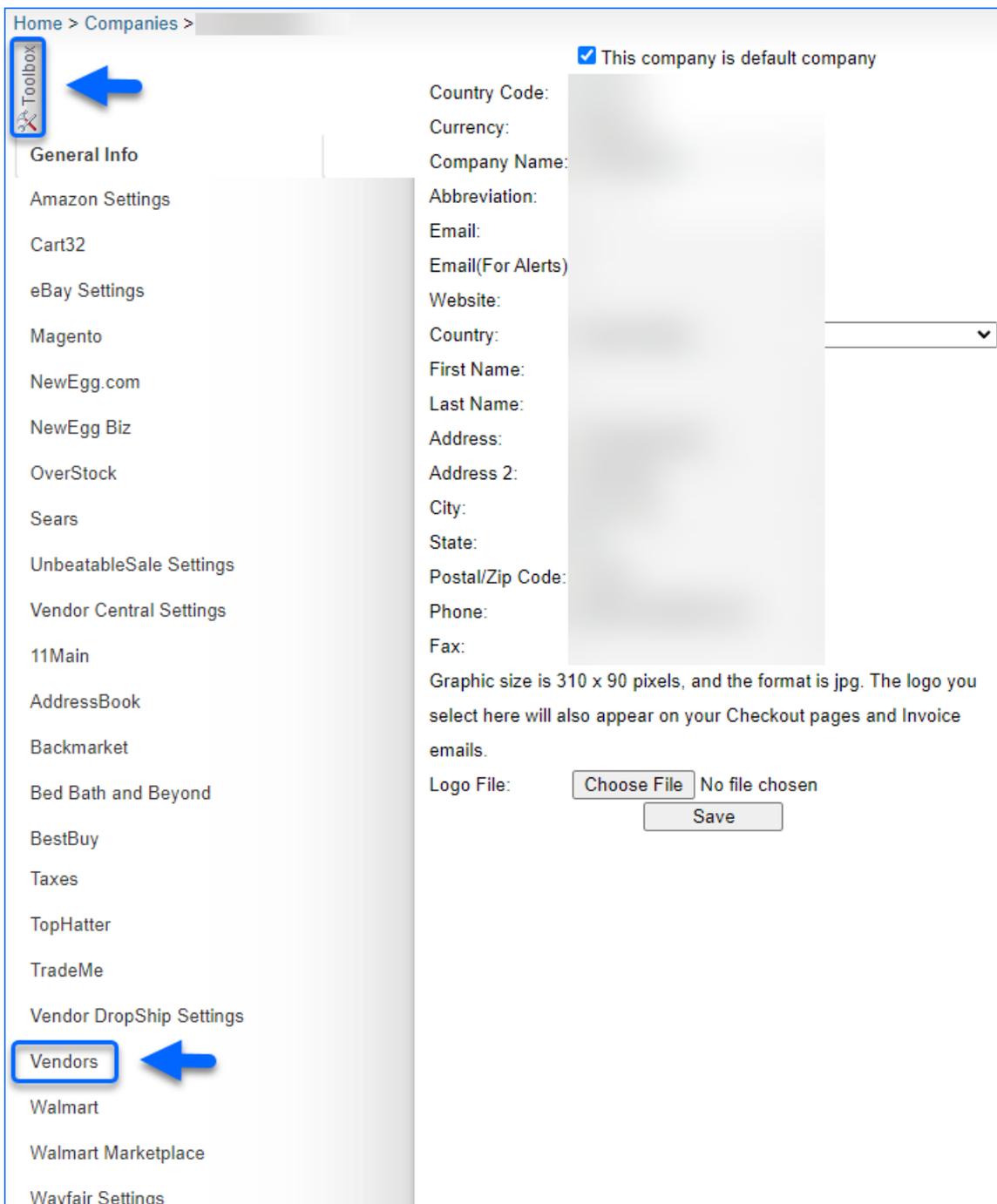
You have 2 options to display your company's **Vendors** list:

- Via the company's **Settings** tab.
- Via the company's **Toolbox**.

The first option to open your **Vendors** list is to navigate to your company's **Settings** and click on **Vendors**.
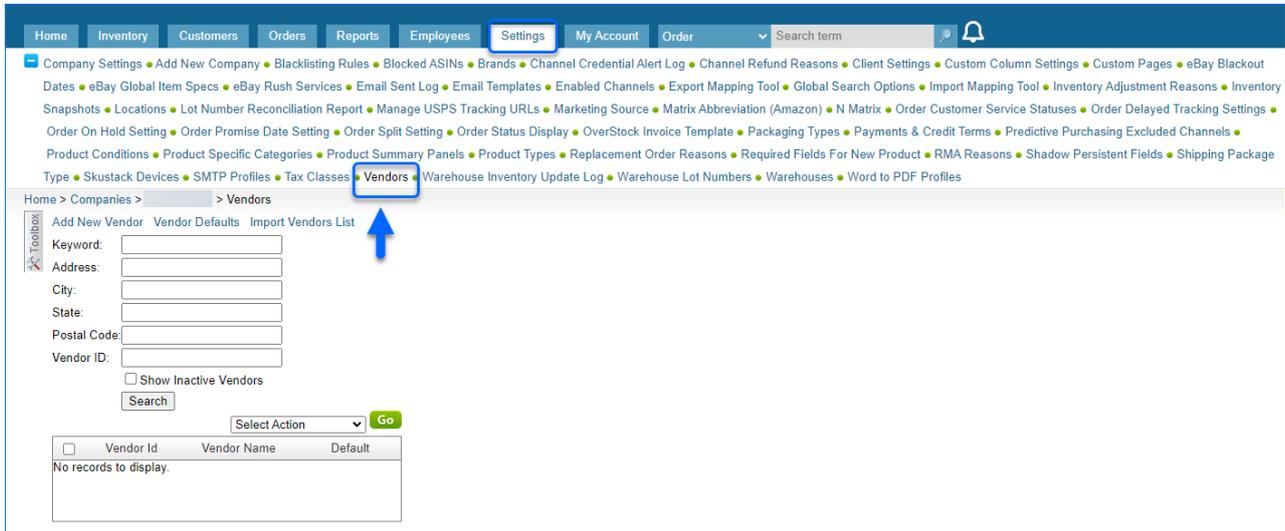
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