

Return Quotes for Costco

1 Email comes in from account manager

The screenshot displays an email client interface. On the left is a sidebar with a list of emails. The main pane on the right shows the details of the selected email.

Mail | Files | Teams | [Has attachments] | [Unread] | [To me] | [Mentions me] | [Flagged]

Email List (Left Sidebar):

- Adria Bethel
2ND RA Request 273680 6/9/2023
I want it again 877.32 [Sent Items]
- Adria Bethel
2nd request: 2ND RA Re... 6/9/2023
979.67 [Sent Items]
- Claims
L Carriers - PRO #: 88... 6/8/2023
figured just thought yo... [Inbox]
- Adria Bethel
Shipping Spa World RAs 5/19/2023
Order: 199265605... [Sent Items]
- Leymundo Hernandez
SE3110807 // Please p... 5/17/2023
Hello Marvin, This freight... [Inbox]

Email Details (Main Pane):

Order 396084726, PO: 00847008540295 Return Pick up

Bernard Reyes
To: Adria Bethel

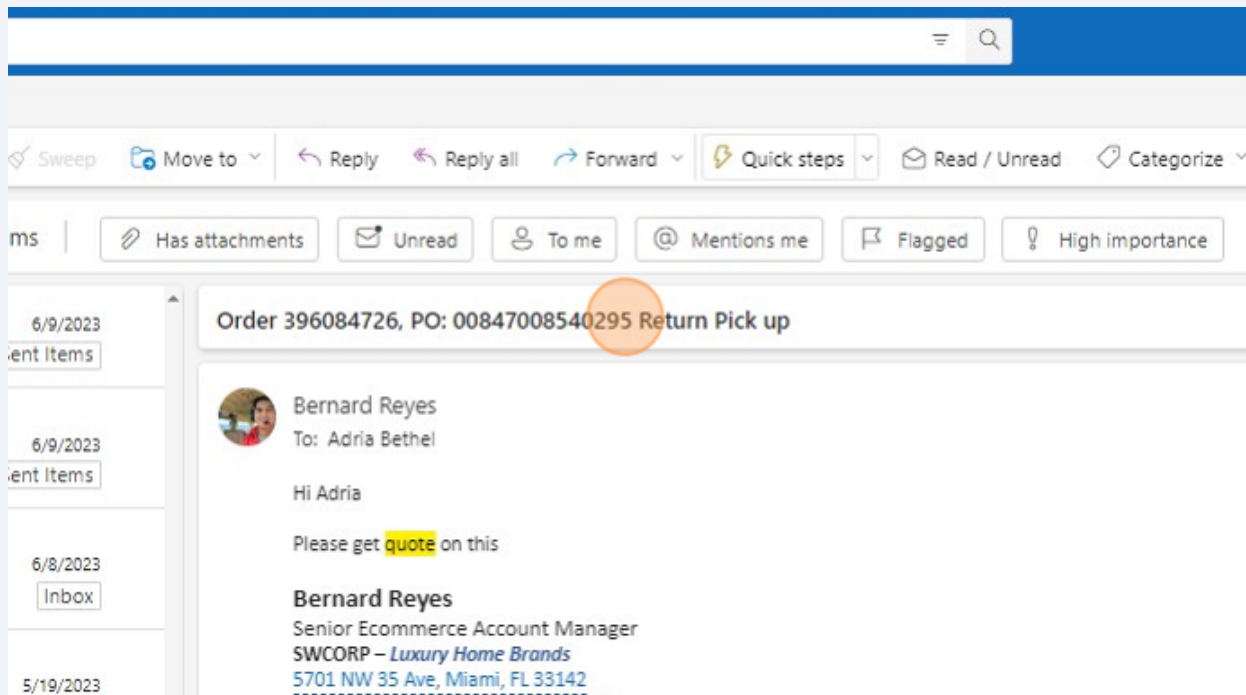
Hi Adria

Please get **quote** on this

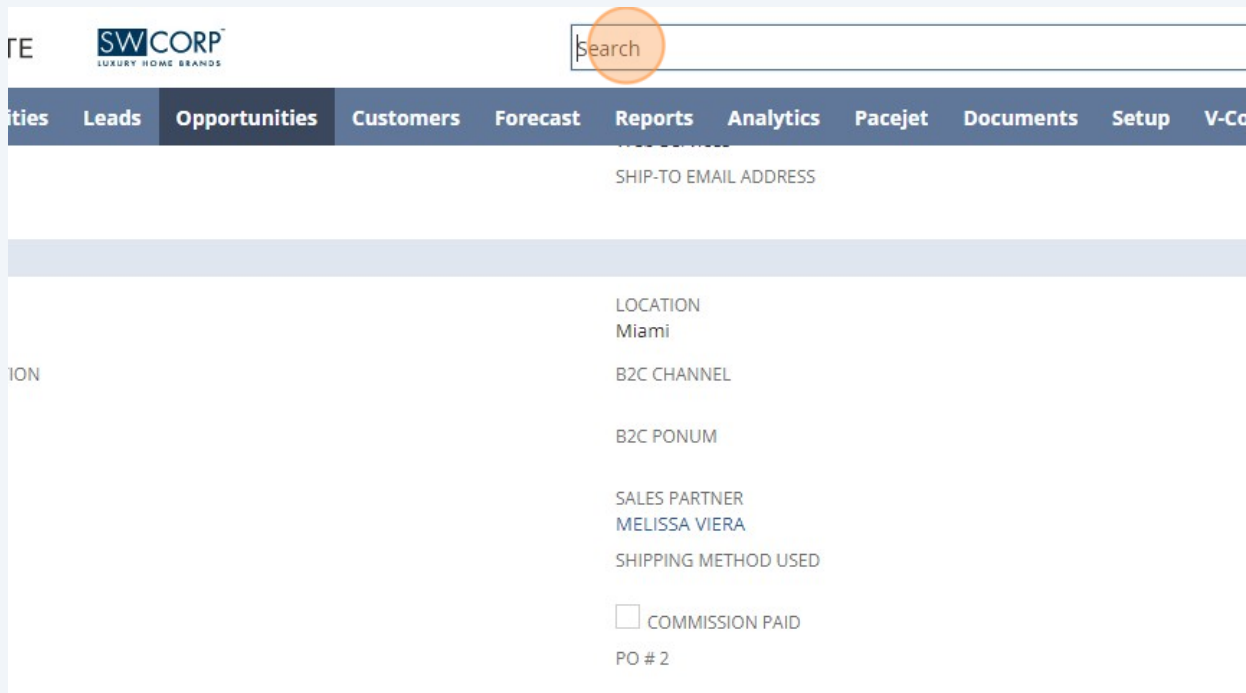
Bernard Reyes
Senior Ecommerce Account Manager
SWCORP – Luxury Home Brands
5701 NW 35 Ave, Miami, FL 33142
Main Number: 305-501-4823 ext 315
breyes@swcorp.com – www.swcorp.com

From: Ecom Vendor Returns <ecomvendorreturns@costco.com>
Sent: Monday, May 15, 2023 10:04 AM
To: Bernard Reyes <breyes@swcorp.com>

2 Copy PO number



3 Open NetSuite and paste order number in the "Search" field



4 Click on Sales order

V CORP
V HOME BRANDS

00847008540295

Opportunities Customers Forecas

Credit Memo: **CMS42510 / 00847008540295 (130 Costco Wholesale Corporation)**

Item Fulfillment: **IF292587 (130 Costco Wholesale Corporation)**

Invoice: **INV486890 / 00847008540295 (130 Costco Wholesale Corporation)**

Return Authorization: **RMA40847 / 00847008540295 (130 Costco Wholesale Corpo**

Sales Order: **SOS2774358 / 00847008540295 (130 Costco Wholesale Corporation)**

LOCATION
Miami

B2C CHANNEL

B2C PONUM

SALES PARTNER
MELISSA VIERA

SHIPPING METHOD USED

☐ COMMISSION PAID

PO # 2

5 Copy Sales order

Field Destroy

RETURN CARRIER

RMA TRACKING NUMBER

CREATED FROM
Sales Order #SOS2774358

PARTNER

CLASS

LOCATION
Miami

6 Click "Transactions"

The screenshot shows the Pacejet Shipping portal. The top navigation bar includes the Pacejet Shipping logo, a star icon, and a dropdown menu with "Transactions" highlighted. Other menu items are "Activities", "Reports", "Tools", and "Lists". A banner below the navigation bar states "9 Day(s) until your portal expires. If questions, please". On the left, a "Tools" sidebar contains a search icon and a refresh icon. The main content area is titled "Shipments". It features a search bar with "22067115" entered, a "From Ship Date" field with "01/01/2021", and a "To Ship Date" field with "02/01/2021". Below these fields is a table with the following data:

Delivery Order	Carrier	Service	Tracking Number	Status	Ship Date
22067115	RTS	Standard	557429578	Complete	07/24/2023 11:2

At the bottom of the table, there is a pagination control showing "1 records 20 per page" and a "View" dropdown menu set to "Default".

7 Click "Search Shipments"

The screenshot shows the Pacejet Shipping portal with the "Transactions" dropdown menu open. The "Search Shipments" option is highlighted. The rest of the page is identical to the previous screenshot, showing the search bar, date fields, and the shipment table.

8 Click the Search For dropdown.

3G Pacejet Shipping ★ Transactions ▾ Activities ▾ Reports ▾ Tools ▾ Lists ▾

9 Day(s) until your portal expires. If questions, please c

Tools

Search Shipments

Search For: Delivery Order Search Value: From Ship Date:

	Delivery Order	Carrier	Service	Master Tracking Number	ERP Status
←	25406042	UPS	Ground	1Z6Y35920390854607	New
←	25405342	UPS	Ground	1Z6Y35920390117798	Success
←	25406441	UPS	Ground	1Z6Y35920390106380	Success
	25407050	UPS	Ground		
	25406945	UPS	Ground		
←	25406341	UPS	Ground	1Z6Y35920395270461	Success
←	25406241	UPS	Ground	1Z6Y35920396570859	Success

9 Select Order Number then paste the order number in the Search Value field hit enter

3G Pacejet Shipping ★ Transactions ▾ Activities ▾ Reports ▾ Tools ▾ Lists ▾

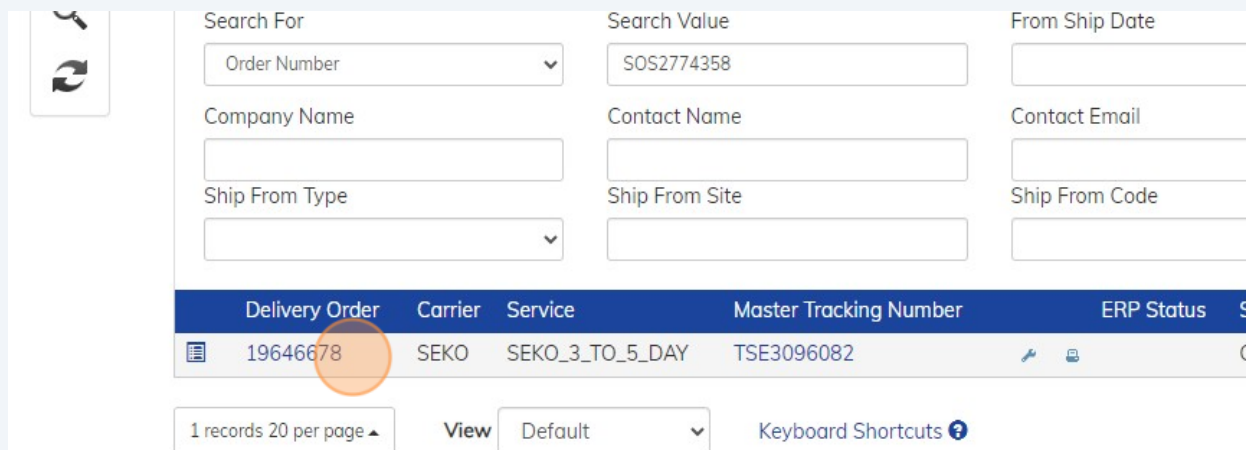
9 Day(s) until your portal expires. If questions, please contact

Search Shipments

Search For: Order Number Search Value: From Ship Date:

	Delivery Order	Carrier	Service	Master Tracking Number	ERP Status	Status
←	25406042	UPS	Ground	1Z6Y35920390854607	New	Comple
←	25405342	UPS	Ground	1Z6Y35920390117798	Success	Comple
←	25406441	UPS	Ground	1Z6Y35920390106380	Success	Comple
	25407050	UPS	Ground			Planned
	25406945	UPS	Ground			Planned
←	25406341	UPS	Ground	1Z6Y35920395270461	Success	Comple
←	25406241	UPS	Ground	1Z6Y35920396570859	Success	Comple

10 Copy the Delivery Order number



Search For: Order Number (dropdown) Search Value: SOS2774358 From Ship Date:

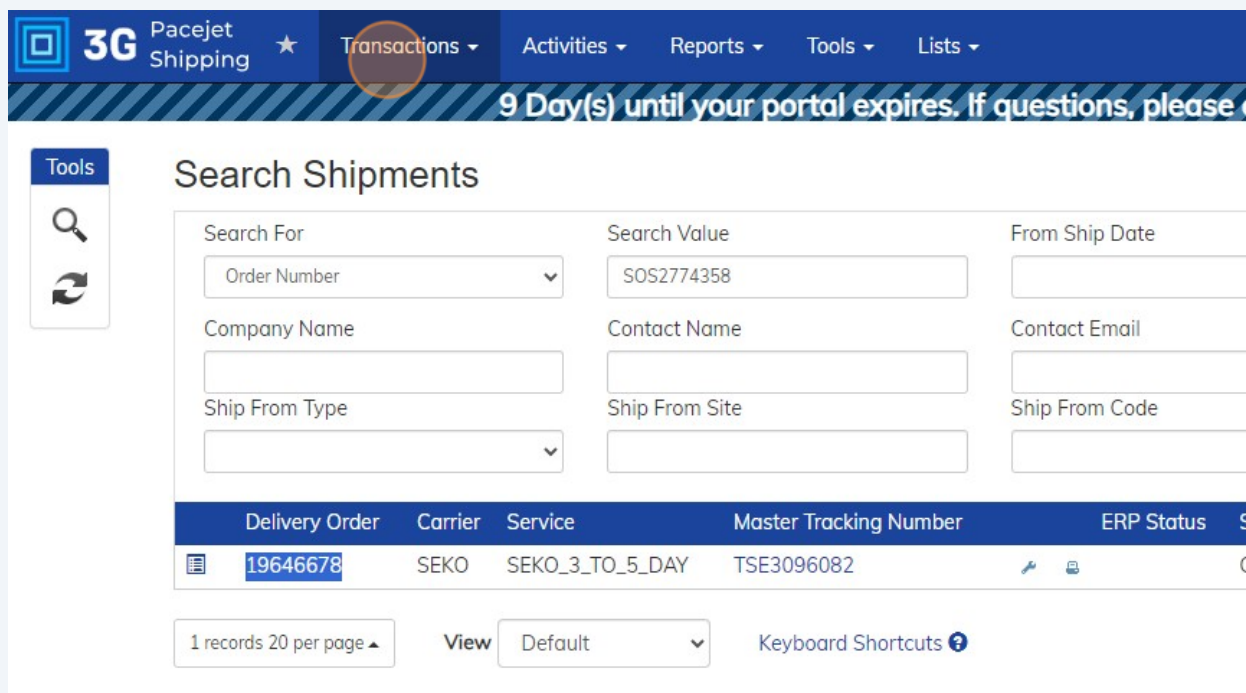
Company Name: Contact Name: Contact Email:

Ship From Type: Ship From Site: Ship From Code:

Delivery Order	Carrier	Service	Master Tracking Number	ERP Status
19646678	SEKO	SEKO_3_TO_5_DAY	TSE3096082	

1 records 20 per page View: Default Keyboard Shortcuts ?

11 Click "Transactions"



3G Pacejet Shipping Transactions Activities Reports Tools Lists

9 Day(s) until your portal expires. If questions, please

Tools Search Shipments

Search For: Order Number (dropdown) Search Value: SOS2774358 From Ship Date:

Company Name: Contact Name: Contact Email:

Ship From Type: Ship From Site: Ship From Code:

Delivery Order	Carrier	Service	Master Tracking Number	ERP Status
19646678	SEKO	SEKO_3_TO_5_DAY	TSE3096082	

1 records 20 per page View: Default Keyboard Shortcuts ?

12 Click "Shipments"

The screenshot shows the Pacejet Shipping portal interface. The top navigation bar includes 'Transactions', 'Activities', 'Reports', 'Tools', and 'Lists'. A dropdown menu is open under 'Transactions', with 'Shipments' highlighted. The main content area shows a search form with fields for 'Search For' (Order Number), 'Company Name', 'Ship From Type', 'Search Value' (SOS2774358), 'Contact Name', 'Ship From Site', 'From Ship Date', 'Contact Email', and 'Ship From Code'. Below the search form is a table with columns: Delivery Order, Carrier, Service, Master Tracking Number, and ERP Status. The first row shows a delivery order of 19646678, carrier SEKO, service SEKO_3_TO_5_DAY, and master tracking number TSE3096082. At the bottom, there is a 'View' dropdown set to 'Default' and a 'Keyboard Shortcuts' link.

Delivery Order	Carrier	Service	Master Tracking Number	ERP Status
19646678	SEKO	SEKO_3_TO_5_DAY	TSE3096082	

13 Click in the "Search for" field and paste the delivery number

The screenshot shows the Pacejet Shipping portal interface. The top navigation bar includes 'Transactions', 'Activities', 'Reports', 'Tools', and 'Lists'. A banner at the top indicates '9 Day(s) until your portal expires. If questions, please c'. The main content area is titled 'Shipments'. Below the title is a search form with a 'Search For' field (containing 'Enter search criteria'), a 'From Ship Date' field (containing '01/08/2024'), and a 'To S' field (containing '02/'). Below the search form is a table with columns: Carrier, Shipments, Tracked, and D. The table lists several carriers and their corresponding shipment and tracked counts.

Carrier	Shipments	Tracked	D
Averitt	9	9	8
FB R&L	46	0	0
HD SEFL	40	0	0
ABFS	528	0	0
FB SAIA	3	0	0
FB XPO	7	0	0
HD ESTES	211	0	0

14 Click the "From Ship Date" change the date to a past date

★ Transactions ▾ Activities ▾ Reports ▾ Tools ▾ Lists ▾

9 Day(s) until your portal expires. If questions, please contact the account manager.

Shipments

Search For: 19646678

From Ship Date: 01/08/2024

To Ship Date: 02/08/2024

	Shipments	Tracked	Delivered
Averitt	9	9	8
FB R&L	46	0	0
HD SEFL	40	0	0
ABFS	528	0	0
FB SAIA	3	0	0
FB XPO	7	0	0
HD ESTES	211	0	0

3G Pacejet Shipping ★ Transactions ▾ Activities ▾ Reports ▾ Tools ▾ Lists ▾

9 Day(s) until your portal expires. If questions, please contact the account manager.

Tools

Search For: 19646678

From Ship Date: 01/08/2023

To Ship Date: 02/08/2023

Carrier	Shipments	Tracked	Delivered
Averitt	9	9	8
FB R&L	46	0	0
HD SEFL	40	0	0
ABFS	528	0	0
FB SAIA	3	0	0
FB XPO	7	0	0
HD ESTES	211	0	0

15 Click the select delivery number

9 Day(s) until your portal expires. If questions, please

Tools

Shipments

Search For

From Ship Date

To Ship Date

Edit/View Details	Carrier	Service	Tracking Number	Status	Ship Date
19646678	SEKO	SEKO_3_TO_5_DAY	TSE3096082	Complete	03/08/2023

1 records 20 per page ▲

View Default ▼

16 Click "Return Shipment"

Destination: Bridget Bennett
15076 WILDWOOD DR
CLIVE, IA 50325

Type	Size	Weight	Total Freight
	69x34x29	155.00 LB	

Pro Bill Freight Total W

245.19 155.00

Void Shipment View Shipment **Return Shipment** Done

17

Tags

Package Information

Special Services

Commodity / International

Messages / Notification

18

☐ Inside Delivery

☐ Preprint Return Label

☒ Lift Gate



☒ Residential Delivery

Delivery Confirmation ☐ Delivery Notification/Appointment Fee ☐ Inside Delivery
Limited Access Pickup ☐ Pickup Liftgate ☐ Preprint Return Label
Saturday Delivery ☐ Single Shipment Fee

UPS

☐ UPS EDI






20 Click "Rate Shipment"

 **3G** Pacejet Shipping 

Transactions ▾ Activities ▾ Reports ▾ Tools ▾ Lists ▾

9 Day(s) until your portal expires. If questions, please [contact us](#)

Rate & Ship

 [Rate Shipment](#)  [Rate & Process](#)  [Save](#)  [Show Trace](#) |  [Create Template](#)

Shipment

[Details](#)
Ship Date: 2/8/2024, Service Class: SEKO - SEKO_3_TO_5_DAY, Freight Terms: Prepaid

Ship From Bridget Bennett 15076 WILDWOOD DR CLIVE, IA 50325 US	Ship To SW Corp 5701 NW 35th Ave Miami, FL 33142 US
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[Tags](#)

Package Information

15076 WILDWOOD DR

21 Take screenshot of the quote received

The screenshot shows the Pacejet Shipping portal interface. At the top, there's a navigation bar with 'Transactions', 'Activities', 'Reports', 'Tools', and 'Lists'. A banner indicates '9 Day(s) until your portal expires. If questions, please'. The main section is titled 'Rate & Ship'. Below this, there are buttons for 'Rate Shipment', 'Ship', 'Save', 'Show Trace', and 'Create Template'. The 'Rate Results' section shows a table with columns 'Select', 'Carrier - Service', and 'Price'. The first row is selected, showing 'LTL' in a green box, 'AAACooper - Standard LTL', and a price. The 'Shipment' section below shows details: 'Ship Date: 02/08/2024, Service Class: AAACooper - Standard LTL, Freight Terms: Prepaid'. It also shows 'Ship From' (Elizabeth Waguespack, 1450 ADMIRAL DR) and 'Ship To' (SW Corp, 5701 NW 25th Ave).

22 Go back to email and reply with screenshot of return costs and Click "Send"

The screenshot shows an email client interface. The left pane shows an email thread with four messages from Adria Bethel. The right pane shows the email content, which includes a screenshot of the shipping quote from the previous step. The quote shows 'Order 396084726, PO: 00847008540295 Return Pick up'. The 'Send' button is highlighted with an orange circle. The email content also shows the 'Rate Results' section with 'LTL' selected and the carrier 'AAACooper - Standard LTL'.