# Vendor Integration

Purchasing

note	Currently only works with SanMar and AlphaBroder
	To ensure that you have Vendor Integration enabled correctly, review this article

You can submit a purchase order electronically to certain vendors using the Real Time Integration button, which is visible at the top of the window when you have the Purchase Order open: First of all, make sure that you have entered the Ship To address correctly:

Ship Method:	Enter or Select	~	Phone:		
Ship To:	Street Address Line 1 Optional 2nd line		Fax: Email:		
Notes		R Dino shipping	Account: ASI: Terms: Due on receipt		
	Goods In:	Ship Address			
Size The S	Amount 强 City 11.05 🗹	Edit Ship Enter t	Address he new ship address information be	low and click OK.	
		Address 1	Company Name	City	Venus
		Address 2	Contact Name	State	FL
		Address 3	Street Address Line #1	Zip	33960
		Address 4	Street Address Line #2	Country	US
			Update existing address in databa	se?	
			Save as sanmar	in	database?
			Make this the default address for 9	ianMar	
					V OK X Cancel

Ship Method:	Enter or Select	~	Phone:		
Ship To:	Street Address Line 1 Optional 2nd line		Fax: Froat		
	Reques	t blind shipping	Account		
lotes		~	ASI: Terms: Due on receipt		
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Size le S	Amount 🔐 City 11.05 🗹	Edit Ship Enter t	Address pe new ship address information be	low and click OK.	
		Address 1	Company Name	City	Venus
		Address 2	Contact Name	State	FL
		Address 3	Street Address Line #1	Zip	33960
		Address 4	Street Address Line #2	Country	US
		V	Update existing address in databa Save as sammar Make this the default address for S	ie? janMar	database?

# Next, click on Real Time Integration

Order Date: 09/04/2018   Expected Date: 09/04/2018   Confirmation # Ship Method:   Cenfirmation # Request blind shipping   Ref# to supplier. 1003   Notes    Notes        Style Description   Color Size   Amount   Oddan - Heavy Blend Hooded Sweetshirt.   18500   Cidan - Heavy Blend Hooded Sweetshirt.    Style Description   Color   Style Description   Style Description   Style Description   Style Description   Style D	er Date: 09/04/2018  cetted Date: 09/04/2018  Ship Method: Enter or Select  Ship To: Street Address Line 1 Dotional 2nd line Request blind shipping Request blin	Supplier	SanMar		F	PO 1003		Suppl	lier Info	
Expected Date: 09/04/2018  Ship To: Street Address Line 1 Optional 2nd line Confirmation # Ref# to supplier. 1003 Notes Notes Fax: Email: Account: ASI: Terms: Due on receipt  Style Description Color Size Amount BOD Color Size B	ected Date: 09/04/2018  Ship To: Street Address Line 1 Dpional 2nd line Request blind shipping Request blind shipp	Order Date:	09/04/2018 -	Ship Method:	Enter or Select		~	Phone	ĸ	
Confirmation #       Request blind shipping       Account:         Ref# to supplier.       1003       Notes       ASI:         Terms: Due on receipt       Terms: Due on receipt         Style       Description       Color       Size         18500       Gidan - Heavy Blend Hooded Sweatshirt.       18500       Antique Che S       11.05       1       0       1         18500       Gidan - Heavy Blend Hooded Sweatshirt.       1       0       1       0       1	firmation # the supplier. 1003 Notes Not	Expected Date:	09/04/2018 -	Ship To:	Street Address Lin	e1		Fax		
Ref# to supplier.       1003       Notes       ASI:         Terms: Due on receipt         Image: Color Size Amount Image: Color Size Amo	Alto supplier. 1003 Notes ASI: Terms: Due on receipt Terms: Due on receipt Terms: Due on receipt Terms: Due on receipt Color Size Amount Oty Received Due Line Notes Oty Received Due Line Notes Otidan - Heavy Blend Hooded Sweatshirt. 18500 Antique Che S Otidan - Heavy Blend Hooded Sweatshirt. 18500 Antique Che S Terrer reason here or RIGHT click to link to WO# Altra Enter reason here or RIGHT click to link to WO#	Confirmation #			option of and line	Request t	lind shipping	Accou	unt	
Style       Description       Color       Size       Amount       Other       Other       Due       Line Notes         18500       Gildan - Heavy Blend Hooded Sweatshirt. 18500       Antique Che S       11.05       1       0       1         Extra       Enter reason here or RIGHT click to link to WO#       Antique Che S       11.05       1       0       1	Are Description Glidan - Heavy Blend Hooded Sweetshirt. 18500 Glidan -	Ref# to supplier.	1003	Notes			<u>^</u>	ASI:	Deserves	
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Extra Enter reason here or RIGHT click to link to WO# 1 0 1	thra Enter reason here or RIGHT click to link to WO# 1 0 1	Chula Danar	IDUUT .	Color Size	11.05	GLY	Received	Due	1	
		Style Descr 18500 Gildan	- Heavy Blend Hooded Sweatshirt, 18500	Annoue une s				2		
		Style Descr	Hanny Bland Handad Curatabit 10500		11.05			0	1	

The Real Time Order Processing window will come up. Click on Start Wizard

B. Purchase	EAL TIME ORDER PROCESSING		×
Save Supplier Order Date: Expected Date Confirmation Ref# to supp	Start Verify Stock Order Options Send Order Order Confirmation           Real time vendor integration I           Welcome to FastManager's real time integration wizard for SanMar           Click on the Start Wizard button to begin.		
Items Ordered:		1.05	1

FastManager will scan your purchase order and query the vendor to check if there is stock available, then display the results:

C. Purchase R	EAL TIME ORDER PROCESSING	
Suppler	Start Verify Stock Order Options Send Order Order Confirmation	
Order Date: Expected Da	PLEASE READ I This information was accurate as at: 2018/09/04 10:07:19 PM Please click 'NEXT' to continue	
Confirmation Ref# to supp	Style Description Color Size You Need They Have Arrive In           • 18500 Gildan - Heavy Blend Hooded Antique Cherry Red         S         1         1	
Style Dx - 18500 Gi Extra Er	Expand to view warehouses Available stock (at vendor)	
Items Ordered:	Cancel Integration Help OPrevious Next O	1.05

You can click on the + to see a list of warehouses that have stock available of each

) item

item on the PO



Most vendors will first try to fulfill the entire order from the warehouse nearest your specified *Ship To* address. If they are unable to fulfill the entire order from the nearest warehouse, they will try to fulfill the entire order from the next nearest warehouse. Only if they are unable to fulfill the entire order from a single warehouse, will they split-ship from multiple warehouses. Finally, if they are unable to fulfill the entire order at all, they will ship what they have and place the remainder on *back order*.

"The ability to specify a warehouse tp ship from is unavailable at the time of this writing, but may be added in the future"

#### To proceed, click on Next

upplier		Verily Stock	Start Options. Start State	Crack Contraction						1
rder Date:	F	LEASE REA	DI							
pected Da		This informa Please click	ition was accurate as at: 2018/0 "NEXT' to continue	09/04 10:07:19 PM						
nfirmation										
f# to supp		Style	Description	Color	Size	You Need	They Have	Arrive In		
	Ξ	18500	Gildan - Heavy Blend Hooded	Antique Cherry Red	S	1	1			
		Whee: WA					1			
		Whee: UH					1			
÷ 対		Whee NV					1			
		Whee: NJ					1			
yle De		Whee: FL					1			
3500 Gi		Whee: MN					1			
Extra Er		Whee: AZ					1			_

Select your preferred ship method. You can also save that ship method as the default. Click on Next

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Save	REAL TIME ORDER PROCESSING		×
Supplier Order Date: Expected Date Confirmation Ref# to supp	Start     Verify Stock     Order Options     Send Order Confirmation		
Style De - 18500 Gi Extra Er	Ship Method UPS Save these options as my default options.		
Items Ordered:	Cancel Integration Help Previous Next @	05	1. 25

Finally, click on Send Order to submit the Purchase Order to the vendor.

C Purchase R	EAL TIME ORDER PROCESSING Start Verify Stock Order Options Send Order Order Confirmation		×
Supplier Order Date: Expected Dat Confirmation Ref# to supp	Send Order ! Your order is ready to send. Click on the 'Send Order' button to continue. This process may take up to 5 minutes depending on the size of your order.		
Style De 18500 Gi Extra Er	Send Order		
Items Ordered:	Cancel Integration Help OPrevious Next O	1.05	T and

Depending on the size of the order, it may take several minutes to be completely submitted. Once it's done, the Confirmation Number will be displayed on the PO, as well as the Expected Date (that

the goods will arrive)

### ← Purchasing: Overview

## **Receiving Goods** ⇒

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