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Jobelle C. - 2021-12-08 - Shipping and Taxes

You need to sign up for a **USPS WebTools account**, it will not work with a normal USPS account.

USPS Web Tools APIs enable external e-commerce shopping cart and shipping software to access valuable USPS data such as shipping rates.

Go to <http://www.usps.com/webtools/>

or their signup page

<https://registration.shippingapis.com/>

Once you have signed up for a USPS WebTools account, you can setup your shop to use USPS shipping provider.

Note: you need to make sure that you enter correct weights in your products so that the shipping cost is calculated properly. If 0.00 weight - then shipping cost is \$0.00.

- Open your shop in ShopFactory

- Click on Properties -> Shipping Charges -> Use a Provider -> Click Next.

- Select "**Combine multiple shipping providers**" option even if you only want to setup one (1) shipping provider i.e. *USPS*. This interface is more up to date which is why we recommend using this option. UPS, FedEx, Australia Post, Royal Mail, PostNL providers can also be setup using this option.

- Click Next.

- Enter your shop details i.e. ZipCode and weight unit = Pounds (lbs)

- Enter your *USPS Login* and *USPS password*

- Select the shipping methods you want to enable.

- Click OK.

ShopFactory cannot check if your USPS WebTools username/password is correct, as this is given to you by USPS. You need to contact them to find out if the username/password is valid.