

Why Envia.com?

- Domestic and International shipping with more than 30 carriers options in multiple countries.
- Automate your shipping process for your business, create shipping labels fast, thanks to our multi feature solution.
- Ship smarter, get the best logistics options and rates.
- Instantly fulfill your Zoho Orders with the integration in Envia.com

Things to Remember

- Before making the integration make sure you have the following settings enabled:
 - [Automatic numbers for orders.](#)
 - Automatic numbers for packages

Package Slip# ×

Your package numbers are set on auto-generate mode to save your time. Are you sure about changing this setting?

Continue auto-generating package numbers

Prefix	Next Number
PKG-	00111

I will add them manually each time

- Automatic numbers for shipments

Shipment Order# ×

Your shipment numbers are set on auto-generate mode to save your time. Are you sure about changing this setting?

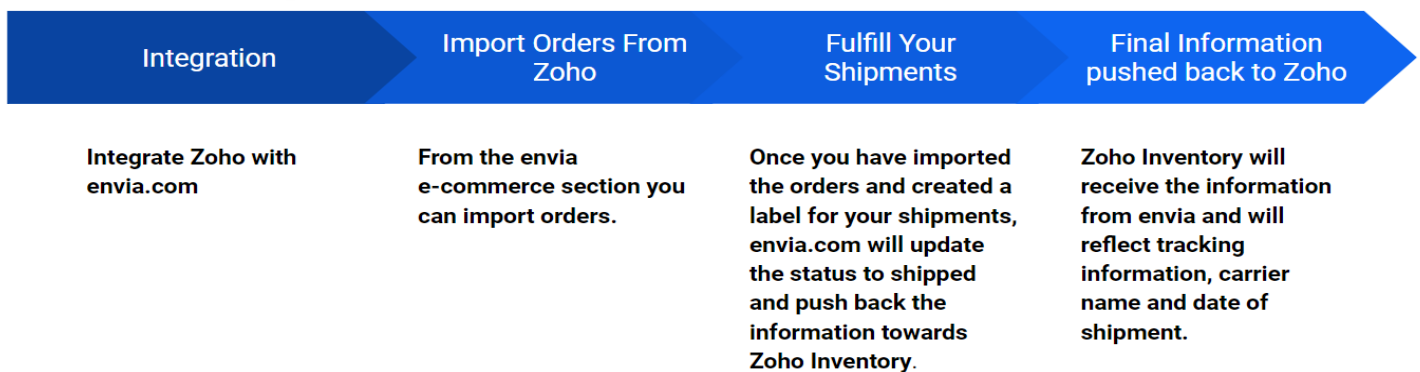
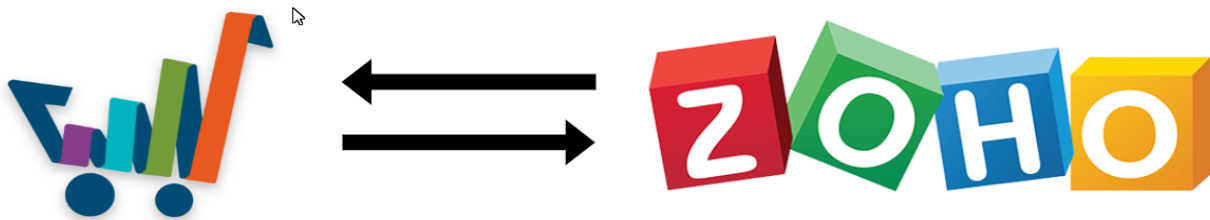
Continue auto-generating shipment numbers

Prefix	Next Number
SHP-	00080

I will add them manually each time

- You can import sales orders from Zoho to envia.com and the shipping labels must be generated through the envia.com web app.
- Envia.com works through a prepaid system, you can use multiple payment options add credit.

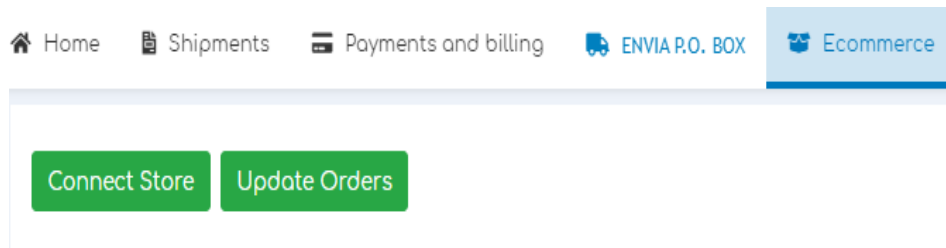
How does it work?



Integration with **Envia.com**

1. Enter our online portal [Envia.com](https://envia.com)
2. Select e-commerce from the integrations dropdown tab.
3. Navigate through the integrations and select [Zoho Inventory](#), afterward, add a name to identify your store.
4. Choose one of your Zoho organizations to continue with the integration process.
5. If you don't have an envia.com account it will prompt you to create a new account.

- The system will ask you to fill out your origin address and other predetermined information.
- After this process has been completed, navigate to the e-commerce section and select update orders. Once this is enabled, your Zoho Account information will sync with Envia.



- All of the shipments that you fulfill in the Envia dashboard will be fulfilled in Zoho Inventory with shipment information.

Adding Balance to Generate Labels

Once you have created an account in Envia.com you will see multiple options in the dashboard, click on the dropdown menu [Payments and Billing](#) and then select [make a payment](#).

Generating Labels from the [Envia.com](#) dashboard

After you have completed the integration successfully, from the [e-commerce tab](#) you will be able to see all the Zoho Inventory orders pending to be shipped.

envia.com				\$ 1,975.00 MXN	Company # 19962		
Home	Shipments	Payments and billing	ENVIA P.O. BOX	Ecommerce	Quote	Para Paquetes	Fulfillment New
<input type="checkbox"/>	dany zapata - zoho 1	SF-00026	Daniela_xspyk Zapata	2020-05-07 01:52:42	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00025		2020-05-07 01:20:21	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00024		2020-05-06 21:56:51	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00023	Daniela_xspyk Zapata	2020-05-06 21:44:16	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00022	Daniela_srhfh Zapata	2020-05-06 21:43:26	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 2	SO-00011	Anandha Kumar	2020-04-21 00:29:56	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 2	SO-00010	Vijay Ananth	2020-04-21 00:20:44	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00021	Danielaykavy Zapata	2020-04-20 20:37:40	Shipped		Details
<input type="checkbox"/>	dany zapata - zoho 1	SF-00020	Daniela Zapata	2020-04-20 17:04:23	Pending		Details

The **Yellow Status** indicates that the package is pending to be shipped, **click on the arrow located next to details, and then create a shipment.**

The address and details are imported automatically, confirm your package measurements and select a “quote”, if there is any missing information the system will notify you. **(If you would like to set up a [default package in the envia dashboard you can do so in settings](#)).**

3 SHIPPING INFORMATION

1 Clothes Add Package

Shipping Content: Clothes | Insurance: 0 MXN | Package Type: Box

Height: 10 cm | Width: 10 cm | Length: 10 cm

Weight: 10 kg | Quantity: 1

Volumetric Weight: 1 kg

If you have questions with your shipment / pick-up, the support team is here to help

4 CARRIERS

New Shipment

Fedex Ground Generate Quote

Providers	Delivery Time	Cost	Generate Label
	2-5 días	\$154.00 MXN	Generate
	Día siguiente (Demoras por Covid)	\$499.00 MXN	Generate
	Día siguiente	\$1,177.26 MXN	Generate

Select your favorite carrier and then click, “Generate”.

Shipment Order# **SHP-00075** SHIPPED

Associated packages: [PKG-00105](#)

Date of Shipment: 06 May 2020

Carrier: carssa

Tracking#: 248364180013

Ship To

[Daniela_srhhf](#)

Av Vazconcelos 1440

San Pedro Garza García , NL

MX - 60000

Shipment Notes

Tracking url: <https://envia.com/rastreo?label=24...>

[Show More](#)

The **Green Status**: indicates that the package has already been shipped, this information is populated back to Zoho Inventory with the tracking number and carrier name.