

Suggested SimplePort SHIPPING Group Settings

The SHIPPING group settings imports shipping related income and expense transactions.

QB Shipping Income Account :

Default setting = Blank, no value entered

Setting: NOT REQUIRED, may be left blank

QB Chart of Account Type = Income

Use this QB account if charging customers for shipping. SimplePort assigns shipping and insurance components of incoming payments to this QB income account.

Enter your QuickBooks Shipping Income Account name in this setting. If you use account numbers in your QB Chart of Accounts please do not enter them in the SimplePort setting, just use the QB Chart of Accounts name only.

Suggested QB Account Name: **Shipping Income.**

QB Shipping Income Item :

Default setting = Blank, no value entered

Setting: NOT REQUIRED, may be left blank

This setting works with the QB Shipping Income Item Account setting. This setting provides an item ID for your shipping item.

The Shipping Income Item used is not pulled from your QB Item List but from this setting entry. This is useful for users who do not use their QB Item List as input to

SimplePort.Suggested QB Shipping Income Item setting: **Shipping and Handling.**

QB Indirect Shipping (COGS) Account :

Default setting = Blank, no value entered

Setting: NOT REQUIRED, may be left blank.

QB Chart of Account Type = COGS

Use this QB account if paying vendors to ship you purchased items. An entry in this setting assigns those expenses to this account. If using the default setting (blank) these costs are assigned to the same account as the purchased item. Leave this setting blank if you do not pay vendors to ship you purchased items.

Enter your QuickBooks Indirect Shipping Income Account name in this setting. If you use account numbers in your QB Chart of Accounts please do not enter them in the SimplePort setting, just use the QB Chart of Accounts name only.

Suggest QB Account Name: **Freight Expenses.**

QuickBooks Chart of Accounts lists the type for the account as "Cost of Goods Sold"

QuickBooks uses COGS accounts to track how much you paid for goods and materials held in inventory that you eventually sold. After entering a sale, QuickBooks adjusts your cost of goods sold by multiplying the quantity sold times the average cost of each item. You can set up sub accounts to track costs for different types of inventory.

QB Shipping Expense Account :

Default setting = Blank, no value entered

Setting: NOT REQUIRED, may be left blank.

QB Chart of Account Type = Expense

Enter your QuickBooks Shipping Expense Account name in this setting. If you use account numbers in your QB Chart of Accounts please do not enter them in the SimplePort setting, just use the QB Chart of Accounts name only.

Use this QB account if incurring expenses for shipping products directly to customers. SimplePort automatically recognizes most shipping expenses. If SimplePort does not recognize your shipping expenses, tell us.

Leave this setting blank to assign these charges to your QuickBooks default expense account.

Suggested QB Account Name: **Postage and Delivery.**