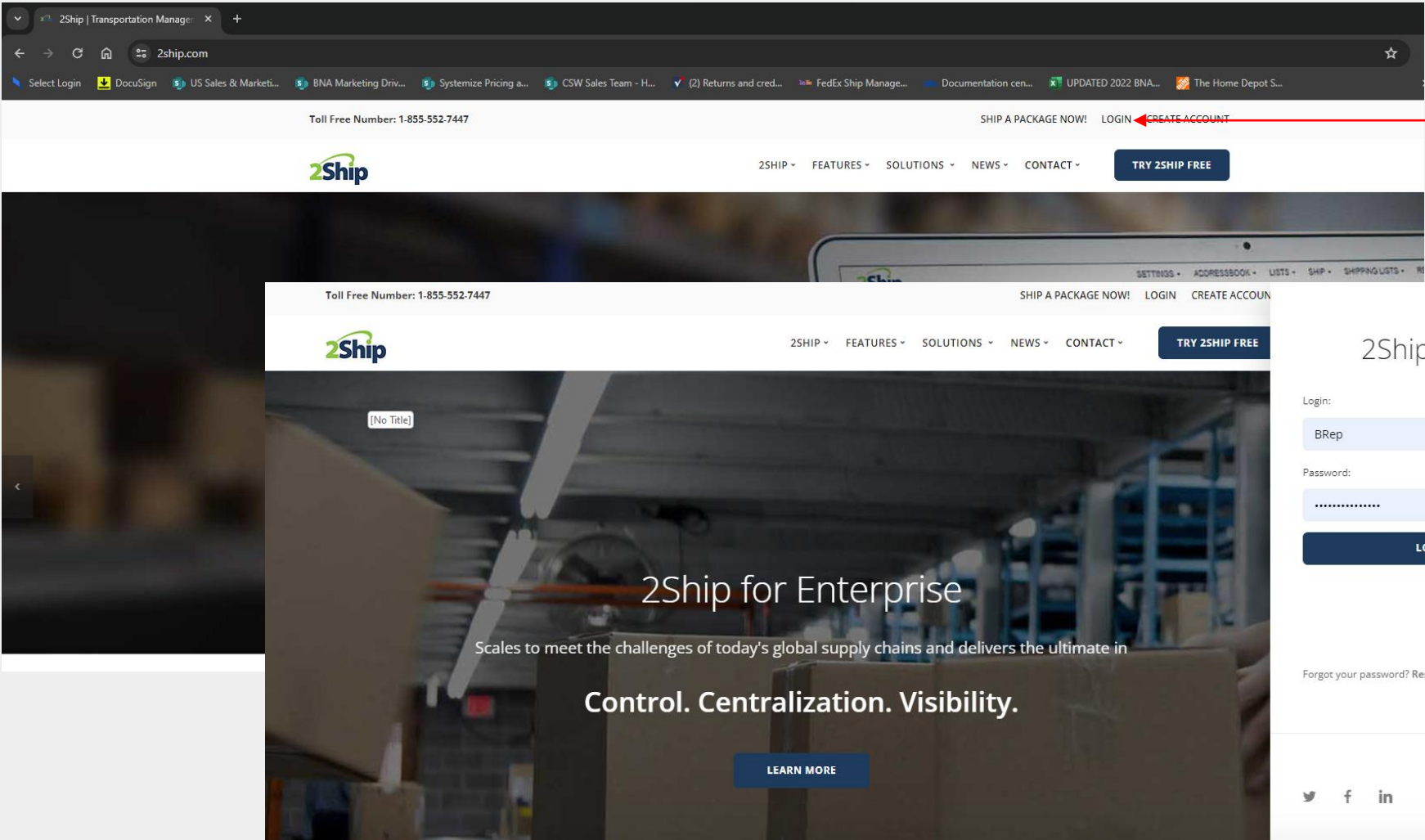


SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)



SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)



Please click [here](#) to go to 2ship website:

Click on LOGIN to open 2SHIP

The 2Ship Login window will open

Login: **BRep**

Password: **Blancoparts123!**

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

BLANCO

Assistant Off

S

Sender

Blanco America

R

Recipient

Recipient Id

Country

UNITED STATES

Street Address

Company

Address 2

Contact Person

Address 3

Tel #

City

Email

State / Province

ALABAMA

Tax Id

Zip / Postal

Residential

No

Recipient Type

Save / Update in Address Book

No

Repeat

Email Labels

Ship

Step 1: Click on blue address book to open Sender

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

Step 2: Select your Agency address from listing (2 pages)

Senders

Search Text

Id	Contact Person	Company	Country	State / Province	City	Zip / Postal	Street Address	Email	Tel #	
Blanco America	BLANCOrep	Blanco America	US	NJ	Bypass Lumberton	08048	110 Mount Holly	tracy.beeby@blanco.com	18004515782	Select
BLANCO CA REP	Ryan Turcott	Fusion Sales	CA	ON	Listowel	N4W 0C1	305 ANGER ST EAST	rturcott@fusionsales.ca	647-797-9445	Select
BLANCO CA REP 1	Tony Cristinziani	Vistaqua Inc.	CA	QC	ANJOU	H1J 2X3	11301 Rue Colbert	support@vistaqua.com	514-648-4646	Select
BLANCO CA REP 2	Greg LeClair	Allan Forrest Sales	CA	AB	Calgary	T2G 5K9	4980 12A STREET S.E.	gregleclair@allanforrest.com	403-243-7001	Select
BLANCO CA REP 3	Rob Lang	Barclay Sales	CA	BC	Port Coquitlam	V3C 6L3	1441 Kebet Way	rlang@barclaysales.com	604-945-1010	Select
BLANCO CA REP 4	Christie Langley	Fusion Sales	CA	ON	Uxbridge	L9P 1R3	585 Scugog Line 12, RR#3	clangley@fusionsales.ca	647-797-9445	Select
Blanco Canada	BLANCOrep	Blanco Canada	CA	ON	Brampton	L6S 6B5	100 Corporation Dr	tracy.beeby@blanco.com	18774252626	Select
BLANCO US REP 1	Jonathan Freeman	Walter Morris Company	US	MA	Foxboro	02035	77 Green Street	jfreeman@morrismerchants.com	800-888-1922	Select
BLANCO US REP 10	Allison Williford	Associated Sales Decorative Plumbing Inc	US	CA	Anaheim	92806	2031 East Cerritos Unit #7A	allisonw@associatedsalesdp.com	714.533.8001	Select
BLANCO US REP 11	Anthony	ANT Sales	US	CO	Johnstown	80534	4691 Concord Ave	anthony@antsalesco.com	720-788-9436	Select

Page 1 of 2

1

2

»

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

BLANCO

Assistant Off

S

Sender

BLANCO REP

R

Recipient

Recipient Id

Country

UNITED STATES

Street Address

110 Mount Holly By-Pass

Company

"ENTER IF APPLICABLE"

Address 2

Contact Person

Tracy Beeby

Address 3

Tel #

416-726-7791

City

Lumberton

Email

State / Province

NEW JERSEY

Tax Id

Zip / Postal

08048

Residential

No

Recipient Type

Save / Update in Address Book

No

Repeat

Email Labels

Ship

Step 3: Fill in all applicable fields

- Company
- Contact Person
- Telephone #
- Street Address
- City
- State/Province
- Zip/Postal

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

- Step 4:** Fill in all applicable fields

 - Package qty
 - Weight
 - Length
 - Width
 - Height

Step 5: Click refresh rates

SETTINGS ADDRESSBOOK LISTS SHIP

BLANCO AMERICA
7090 / TRACY.BEEBY@BLAN...

Support: 1 - 855 - 55 - 2SHIP

Advanced

P 1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supplie

1

Weight

3.00

Dims Code

Length

10.00

x

Width

5.00

x

Height

2.00

Refresh Rates

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

P

1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supply)

Weight

3.00

Dims Code

Length

10.00

x

Width

5.00

x

Height

2.00

Refresh Rates

Additional Info

Rates

Refresh Rates

Rate Timeout

60

sec.

All (14)

Freight (0)

FedEx (7)

UPS (7)

Carrier	Service	List \$	Your \$	Delivery	
FedEx	FedEx Ground®	15.42 USD	11.76 USD	01/15/2024 23:59	
UPS	UPS Ground®	15.45 USD	12.36 USD	01/16/2024 23:00	

Step 6:
Click on
Additional
Info to open
this box

Step 7: In Shipment Reference box enter – **BLANCO Parts Pilot.**
OR MTKG/SALES depending on if you are shipping out a part or returning marketing items used at a show.
Step 7a: In shipment reference 2 put in part being shipped or Marketing item being returned

P

1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supply)

Weight

3.00

Dims Code

Length

10.00

x

Width

5.00

x

Height

2.00

Refresh Rates

Additional Info

GL Category

Please select

GL Sub-Category

Please select

Shipment Reference

Blanco Parts Pilot

Shipment Reference 2

PO Number

Ship Date

01/12/2024

Shipment Protection

Currency

USD

Shipment Instructions

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

P

1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supply)

Weight

3.00

Dims Code

Length

10.00

x

Width

5.00

x

Height

2.00

Refresh Rates

Additional Info

Rates

Rates

Service Filters

Service Groups

Deliver By

Drop Off

Pickup

Refresh Rates

All (14)

Freight (0)

FedEx (7)

UPS (7)

Step 8:
Click on
Additional
Info to
close this
box

Step 9: Next choose rate
either UPS or Fedex **NOTE:**
(GROUND ONLY)

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supply)

Weight

5.00

Dims Code

Length

15.00

x

Width

5.00

x

Height

3.00

Refresh Rates

Additional Info

Rates

Rates

Service Filters

Service Groups

Deliver By

Drop Off

Pickup

Refresh Rates

All (14)

Freight (0)

FedEx (7)

UPS (7)

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

P

1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supplie

Weight

3.00

Dims Code

Length

10.00

Width

5.00

Height

2.00

Refresh Rates

I

Additional Info

\$

Rates

Rates

Service Filters

Service Groups

Deliver By

Drop Off

Pickup

Refresh Rates

Rate Timeout

60

sec.

All (14)

Freight (0)

FedEx (7)

UPS (7)

Carrier	Service	List \$	Your \$	Delivery	
FedEx	FedEx Ground®	15.42 USD	11.76 USD	01/15/2024 23:59	+ -
UPS	UPS Ground®	15.45 USD	12.36 USD	01/16/2024 23:00	+ -

live help - online

Step 10:
Click on
Green hand
to select
this option.

This will
close the
Rates box

P

1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supplie

Weight

3.00

Dims Code

Length

10.00

Width

5.00

Height

2.00

Refresh Rates

I

Additional Info

\$

Rates FedEx - FedEx Ground® - 11.76 USD - 01/15/2024 23:59 - 3 LBS

Cancel

O

Shipment Options - FedEx

C

Contents

Support: 1 - 855 - 55 - 2SHIP

Advanced

live help - online

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

Assistant Off

S Sender

BLANCO REP

R Recipient

Recipient Id

Country

UNITED STATES

Street Address

110 Mount Holly By-Pass

Company

"ENTER IF APPLICABLE"

Address 2

Contact Person

Tracy Beeby

Address 3

Tel #

416-726-7791

City

Lumberton

Email

Tracy.Beeby@blanco.com

State / Province

NEW JERSEY

Tax Id

08048

Zip / Postal

Residential

No

Recipient Type

Save / Update in Address Book

No

Repeat

Email Labels

Ship

Reload

Support: 1 - 855 - 55 - 2SHIP

Advanced

P 1 Packages - Weight: 3.00 Lbs

Small Packages

Freight

Packages

1

+

-

Measurements Type

Pounds / Inches

Packaging

Your Packaging (customer supply)

Weight

3.00

Dims Code

Length

10.00

x

Width

5.00

x

Height

2.00

Refresh Rates

I Additional Info

\$ Rates FedEx - FedEx Ground® - 11.76 USD - 01/15/2024 23:59 - 3 LBS

Cancel

O Shipment Options - FedEx

C Contents

live help - online

Once you have filled in all applicable information and completed (Steps 1 – 10) The form should look like this.

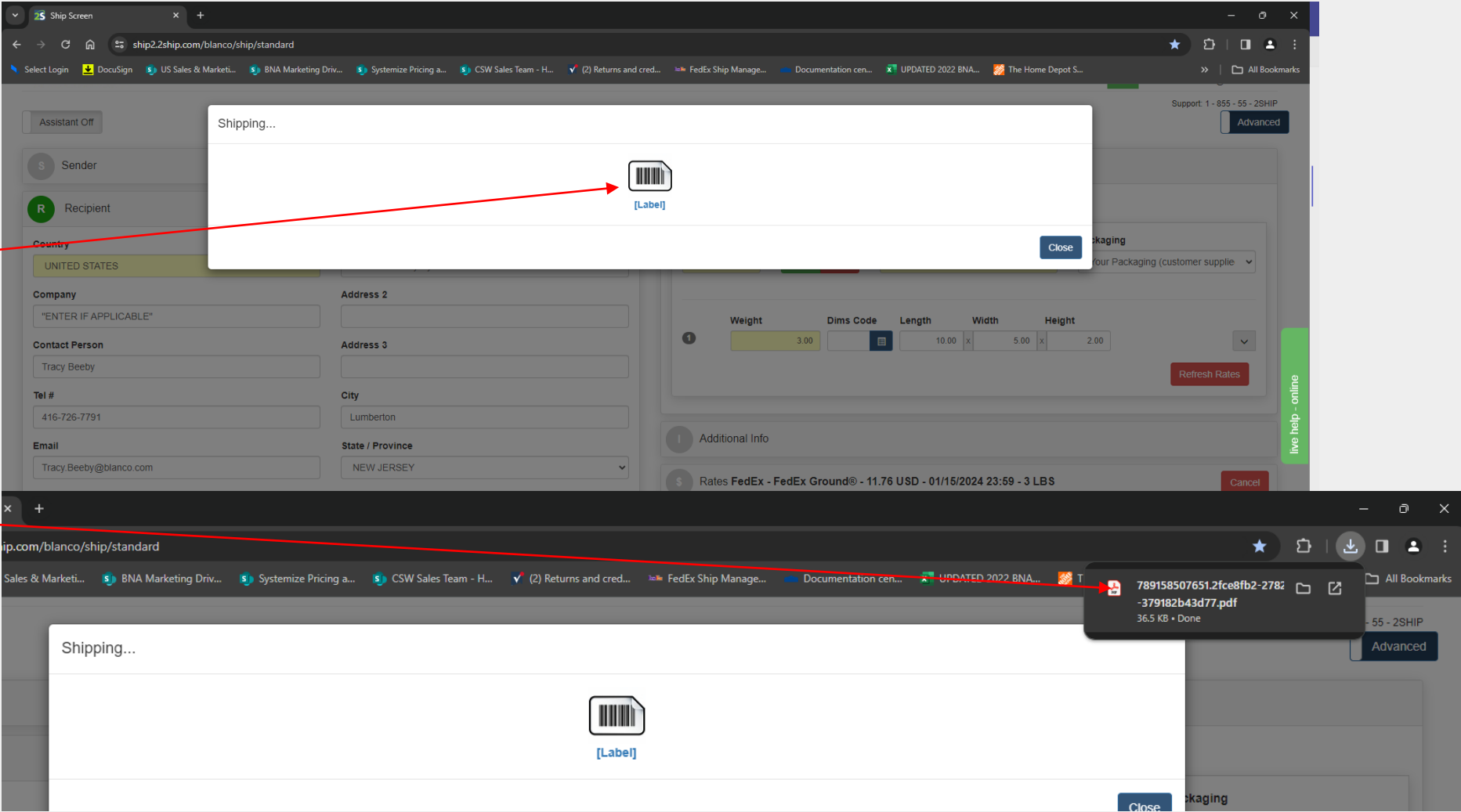
Step 11: Click on SHIP

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

Once you click the **SHIP** button this screen will appear with the label on it.

Step 12: Click on Label barcode

Once you click the label will download into a PDF or open automatically.



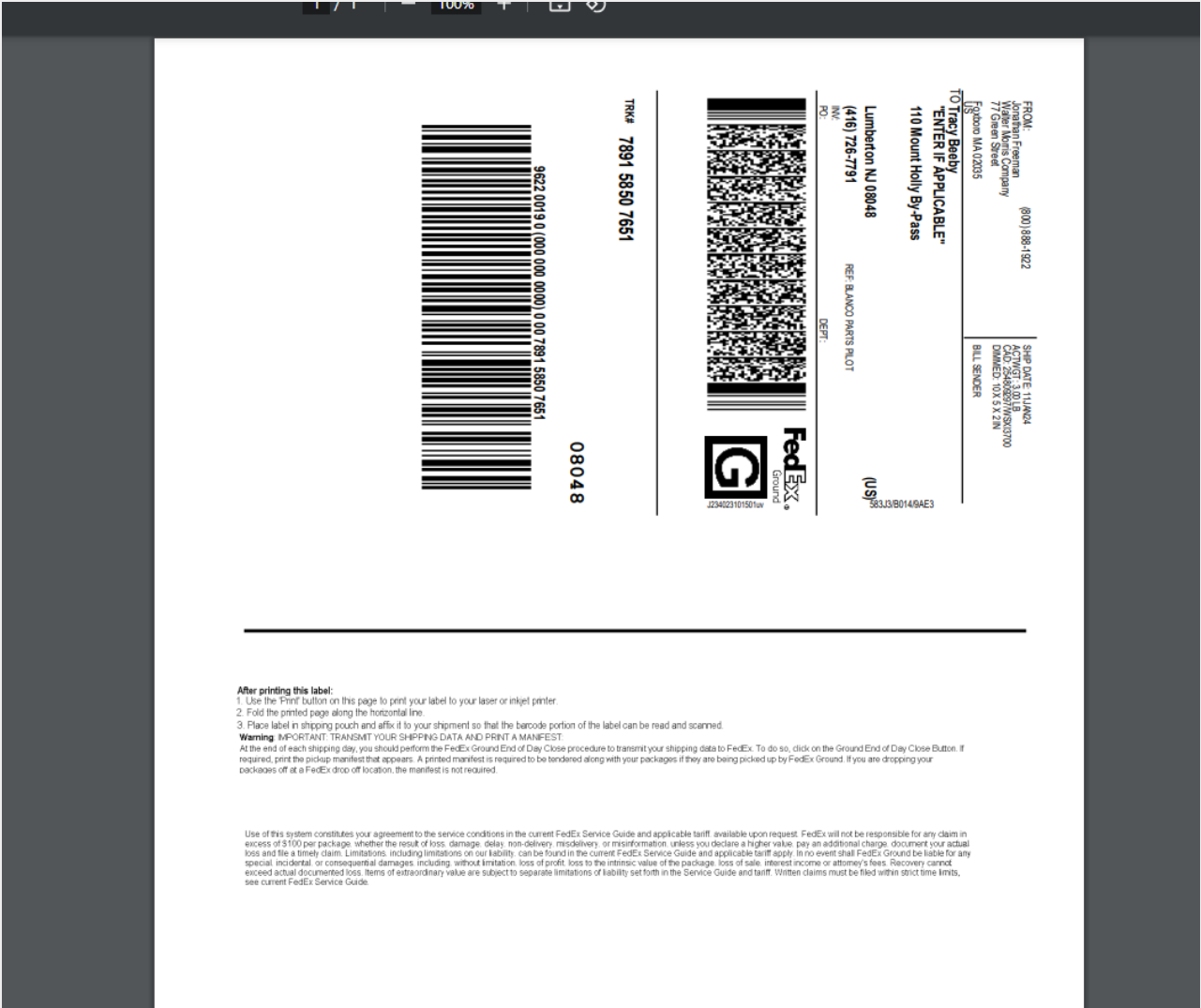
SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

Open the PDF, for the label.

Step 13: Print the label and affix to the box.

Please drop-off part to carrier location or call carrier to arrange a pickup:

Fedex 1-800-463-3339
UPS 1-800-742-5877



SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

The screenshot shows the ship2ship.com web application. A modal window titled "Shipping..." is open in the center, displaying a barcode icon and the text "[Label]". Below the modal, the main form is visible, containing fields for Sender, Recipient, Country (UNITED STATES), Company, Contact Person (Tracy Beeby), Tel # (416-726-7791), Email (Tracy.Beeby@blanco.com), Tax Id, Residential (No), Address 2, Address 3, City (Lumberton), State / Province (NEW JERSEY), Zip / Postal (08048), Recipient Type, and a "Save / Update in Address Book" button. The form also includes a "Ship" button at the bottom. On the right side, there are sections for "Additional Info", "Rates FedEx - FedEx Ground® - 11.76 USD - 01/15/2024 23:59 - 3 LBS", "Shipment Options - FedEx", and "Contents". A "Refresh Rates" button is also present. A red arrow points from the "Close" button in the modal window to the "Step 14" text box on the right.

Step 14:
Once label is saved/printed.

Click close
and your
shipment is
processed.

SOP (2Ship) – Shipment process for Repair Parts & Marketing Materials (Reps)

IMPORTANT: There are two boxes under Recipient that are NOT TO BE USED/CHANGED
Changing either will result in your agency being charged rather than BLANCO

@ eAlerts

B Billing

DO NOT USE