




Details of selfAWB integration for contract customers

1. Details of internal AWB generation using the .csv file

ATTENTION: Pay attention to the way in which the *.csv file is saved, because some editors fail to fill in the coma separator (,) for the last columns if these are not filled in.


Also, it is necessary to keep the order of the columns and the head of the table.

- **Tip serviciu::** it is a MANDATORY field (for help to fill in the service type column you can guide based on the values presented at the selection of the service type from the AWB introduction window);
- **Banca:** it is a special field. It is NOT filled in, the information is taken over automatically from the configuration of the customer in case of specifying a Collecting Account service type;
- **IBAN:** it is a special field. It is NOT filled in, the information is taken over automatically from the configuration of the customer in case of specifying a Collecting Account service type;
- **Nr. colete:** is MANDATORY (in which case the no. of envelopes field is unfilled);
- **Nr. plicuri:** is MANDATORY (in which case the no. of parcels field is unfilled);
- **Greutate:** is MANDATORY;
- **Plata expeditie:** is MANDATORY (fill in with sender or receiver);
- **Ramburs(bani):** max. 50 characters and can be filled in only with numerical values (money reimbursement, value in LEI), irrespective of the service type, only if reimbursement is requested;
- **Plata rambursului la:** is filled in only if reimbursement is requested, meaning if the reimbursement field was filled in (fill in with sender or receiver);
- **Valoare declarata:** is optional (a value in LEI is introduced);
- **Persoana contact expeditor** (max. 30 characters): is optional (the contact person name can be filled in or any other additional information);
- **Observatii** (200 characters): is optional (for assistance in filling in the Observation column you can guide from the observations field from the AWB introduction window);
- **Continut** (max. 36 characters): is optional;
- **Nume destinatar** (max. 40 characters): is MANDATORY;

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- **Persoana contact** (max. 30 characters): is optional (the receiver contact person can be filled in or any other additional information);
 - **Telefon** (max. 25 characters): is MANDATORY;
 - **Fax** (max. 25 characters): is an optional field;
 - **Email** (max. 100 characters): is an optional field;
 - **Judet:** is a MANDATORY field and must be filled in with the name of the receiving county, as it is named in the FAN Courier system, without diacritics;
 - **Localitate:** it is a MANDATORY field and must be filled in with the name of the receiving county, as it is named in the FAN Courier system, without diacritics;
 - **Strada** (max. 250 characters): it is a MANDATORY field (here you can fill in the delivery address details as well: no., building, entrance, floor, apartment);
 - **Cod postal** (max. 6 characters): it is a MANDATORY field and will be filled in as in the FAN Courier system;
 - The columns **Nr, Bloc, Scara, Etaj, Apartament** are optional if you included them in the Street column;
 - **Lungime/Latime/Inaltime pachet:** are optional fields;
 - **Restituire** (max. 50 characters): is an optional field and is filled in only when besides the amount of money specified in the Reimbursement field, another non-cash reimbursement is requested (documents, goods);
 - **Centru Cost** (max. 40 characters): is an optional field and is filled in if you wish to manage/allocate internally the dispatches on cost centers;
 - **Optiuni** (max 50 characters): is an optional field. Available options:
 - “Check at delivery” is necessary to fill in this field with “A” value;
 - “Saturday Delivery” is necessary to fill in this field with the “S” value;
 - ePOD is necessary to fill in this field with “X” value;
 - “Delivery from FAN Courier headquarters” is necessary to fill in this field with “D” value and in the Street field to fill in the name of the required headquarters. The name of the headquarters can be found in the file exported using the script export_strazi_integrat.php and sorting after Type-Headquarters.

! In case you wish to use more options, it is necessary to fill in with appropriate letters. Ex. XS – Delivery on Saturday and ePOD.

- **Packing:** in case you choose the option “Open at delivery” this field will be filled in with the data from the packing-list. The rule to fill in the packing-list is the following: “/” character separates the information about the products and the “|” character separates the products




(ex: "product1/description1/code1/1piece/declaredvalue1|product2/description2/code2/piece2/declval2" will generate a packing-list with two products);

- **Date personale** (Max. 15 characters): is an optional field. In it the ID series and number will be filled in (if "Open at delivery" option is chosen). The filling in rule is the following: "|" separates the series and number (ex: "XX|111111" will generate a packing list that will display series "XX" and number "111111").

Note: The list of counties and localities from the FAN Courier system can be downloaded from the SelfAWB application → Useful → List with correct names of localities.

2. International AWB generation details using the file with .csv format

- **Tip serviciu**: is a MANDATORY field and will be filled in with Export;
- **Mod trimitere**: is a MANDATORY field which represents the sending mode of the dispatch and will be filled in with road or air;
- **Nr. colete**: it is a MANDATORY field (in which case the no. of envelopes field is unfilled);
- **Nr. plicuri**: it is a MANDATORY field (in which case the no. of parcels field is unfilled);
- **Greutate**: is a MANDATORY field which represents the total weight of the dispatch (kg);
- **Tip continut**: is a MANDATORY field (will be filled in with document or non-document);
- **Persoana contact expeditor** (maximum 30 characters): is an optional field (the contact person can be filled in or any other additional information);
- **Observatii** (maximum 200 characters): is an optional field;
- **Nume destinatar** (maximum 40 characters): is a MANDATORY field;
- **Tara de destinatie**: is a MANDATORY field;
- **Telefon** (max 25 characters): is a MANDATORY field;
- **Fax** (maximum 25 characters): is an optional field;
- **Telefon** (maximum 100 characters): is an optional field;
- **Localitatea**: is a MANDATORY field (must be filled in with the name of receiving locality without diacritics);
- **Strada** (max. 250 characters): is a MANDATORY field (here you can fill in the details of the delivery address as well: no., building, entrance, floor, apartment);
- **Cod postal** (max. 6 characters): is a MANDATORY field;
- The columns **Nr**, **Bloc**, **Scara**, **Etaj**, **Apartment** are optional if you included them in the Street column;
- **Lungime/Latime/Inaltime pachet**: are MANDATORY fields;

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- **Centru Cost** – optional field;
 - **Judet** – MANDATORY field for Bulgaria and Greece.

Note: List of counties from Bulgaria and Greece can be downloaded from the SelfAWB application → Useful → List of localities from Bulgaria and List of localities from Greece.