

# Setup Guide: Fuel Surcharge Adjustments

A fuel surcharge is a fee in addition to the contract rate when the cost of fuel exceeds a defined level.

This how-to document will go through the process of adding or adjusting the fuel surcharge on Shipping Cost Models in EVP.

Some Standard SCM for FedEx USPS and UPS added as part of Native Shipping integration will have an existing adjustment for fuel surcharges.

## Adjusting Existing Fuel Surcharges

1. Navigate to the Systems Module
2. Select Shipping Cost Models from the top Menu Ribbon

The screenshot displays the Etail Solutions software interface. On the left, the 'System' module is selected in the navigation pane, indicated by a red arrow and the number '1'. The top ribbon shows the 'Shipping Cost Models' option, which is highlighted with a red box and a red arrow, with the number '2' next to it. The main content area shows the 'Shipping Cost Models' configuration page, including fields for Name, Type, Time Zone, Base Currency, Cost Decimal Places, Weight Unit, and Dimension Unit. There are also checkboxes for 'Auto-Update UOM Weight from Shipments', 'Use Only UOM Weights for Shipping', 'Ship Using Base Units', 'Ship using Sales Listing details', and 'Use LPN process for Direct orders'. A table for 'Cross-Dock Processing Modes' is visible at the bottom.

Mode	Event	LPN	Order Report	Shipping Label	Message
Shipping	Complete	<input type="checkbox"/>		<input checked="" type="checkbox"/>	
	Partial	<input type="checkbox"/>		<input type="checkbox"/>	
	Manifest Error	<input type="checkbox"/>		<input type="checkbox"/>	

3. Edit the existing SCM with the Blue Pen
4. In the Edit window for the SCM select the Adjustments tab
5. Change the Amount for the Fuel Surcharge Adjustment
6. Save & Close

Shipping Cost Models

New Shipping Cost Model Refresh Grid Export Import

Edit Shipping Cost Model: FedEx Jan 2021 - Ground

Save and Close Cancel Zone Definitions

Cost Model Detail Rate Table Adjustments Exclusions

Add New Adjustment

Name	Mode	Amount			
Dimension Handling Surcharge (Dimension-CP)	AddFeeAbsolute	16	▲	▼	🗑️
LongestDimension > 47.99 Inch - No Dims = Match or MedianDimension > 29.99 Inch - No Dims = Match or GirthLength > 104.99 Inch - No Dim...					
Overize Charge (Adjust Wt based on Lengt...	ReplaceWeight	90	▲	▼	🗑️
Weight < 90.0 Pound and LongestDimension > 95.99 Inch - No Dims = Match					
Overize Charge (Adjust Wt based on GirthL...	ReplaceWeight	90	▲	▼	🗑️
Weight < 90.0 Pound and GirthLength > 129.99 Inch - No Dims = Match					
Overize Charge (Fee-CP)	AddFeeAbsolute	130	▲	▼	🗑️
LongestDimension > 95.99 Inch - No Dims = Match or GirthLength > 129.99 Inch - No Dims = Ma					
Fuel Surcharge (CP)	AddFeePercent	6.75	▲	▼	🗑️
Always					
Extremely Bulky (Business Policy)	AddFeeAbsolute	0.01	▲	▼	🗑️
GirthLength > 150.00 Inch - No Dims = Match					
Delivery Area Surcharge (BP)	AddFeeAbsolute	4.7	▲	▼	🗑️

FormID: SCM002

## Adding Fuel Surcharges

1. Navigate to the Systems Module
2. Select Shipping Cost Models from the top menu ribbon

**Etail Solutions**

System

Setup  
Shipping Explorer  
Automation  
Tasks  
Monitors  
Monitor Summaries  
API Services  
Events  
Issues  
All  
Security  
Users  
Roles  
Reports  
Taxonomies  
Amazon CA 20171213-0407  
Amazon CN 20180509-0205  
Amazon DE 20210820-0942  
Amazon ES 20210820-0953  
Amazon FR 20210820-1021  
Amazon IT 20210820-1030  
Amazon MX 20200316-0400  
Analytics and Data  
Sales  
Catalog  
Supply  
Automation  
**System**

12.1.15 Connection:

Save Initialize Channels New Channel Import Suppliers Images Lookup Tables Merchant Physical Location Types Physical Locations Catalog User Fields Inventory Item Sets Carriers Load Data Explorer Convert Shipping Shipping Package Types Shipping Cost Models DOM Setup

Name  
Type Time Zone (UTC-05:00) Eastern Time (US & Can...  
Features Shipping Inventory Fulfillment Restrictions Planning Buyers Item Weight Priority Selection Order UPP Config  
Base Currency: United States ...  
☒ Auto-Update UOM Weight from Shipments Cost Decimal Places: 2  
☒ Use Only UOM Weights for Shipping Weight Unit: Pound  
☐ Ship Using Base Units Dimension Unit: Inch  
☐ Ship using Sales Listing details  
☐ Use LPN process for Direct orders Direct Routing Label:  
Cross-Dock Processing Modes  
New Delete  
Mode Shipping  
Event LPN Order Report Shipping Label Message  
Complete ☐ ☒  
Partial ☐  
Manifest Error ☐

2

3. Select Add new Shipping Cost Model
4. In the Edit window for the SCM select the Adjustments tab
5. Select Add New Adjustment → Fee → Add Percent %

**Shipping Cost Models** 3

+ New Shipping Cost Model Refresh Grid Export Import

Name Summary

Edit Shipping Cost Model: (new)

Save and Close Cancel Zone Definitions 4

Cost Model Detail Rate Table Adjustments Exclusions

+ Add New Adjustment 5

Fee	Mode	Amount
Weight		

Add Percent %  
Add Amount \$  
Replace

FormID: SCM002

6. Add a Name and Amount to the adjustment

7. Save & Close

Edit Shipping Cost Model: (new)

Save and Close Cancel Zone Definitions

Cost Model Detail Rate Table Adjustments Exclusions

Add New Adjustment

Name	Mode	Amount			
Fuel Surcharge	AddFeePercent	Carrier % Fuel Surcharge			

Always

*Fuel Surcharges should always apply; No need for selection criteria (Blue Pen)*