

Configure Shipping Options

1. Go to **E-Commerce > E-Commerce Setup**
 2. Go to the *Shipping Options* section and click on **Shipping Options**
 3. Review and update the *Ship From* Location. This information is copied from your company profile. Any information changed here will not update your company profile.
 4. Click on the **Options** tab
 - **Tax shipping amounts:** Mark this check box to apply tax to the order total, including the shipping fees.
 - **Allow shipping outside the United States:** Mark this check box to enable international shipping. If you do not allow for shipping outside of the United States, customers can only enter a U.S. address when checking out through the shopping cart.
 - **Countries considered domestic:** Select the countries that qualify for domestic shipping rates. Hold down the Ctrl key on your keyboard to select more than one. Note: This option is only available when the Allow shipping outside the United States checkbox is marked.
 5. Click **Save**
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