

edge:tariff

WooCommerce Plugin Technical Guide

Version

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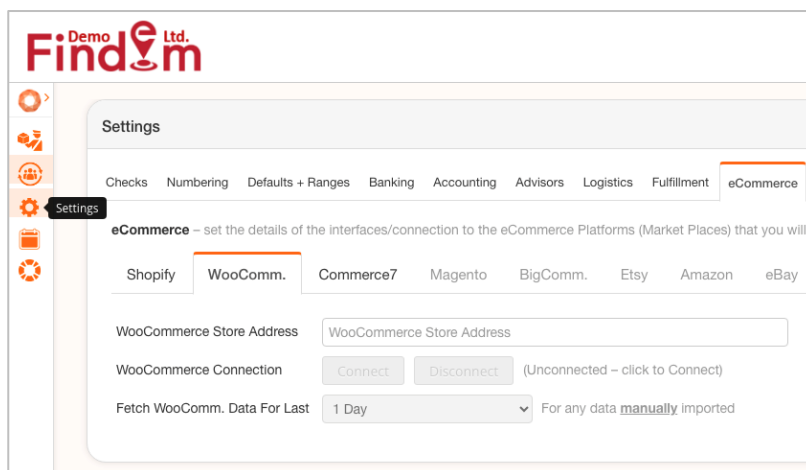
Overview

This guide shows you how to install and connect your WooCommerce store with EdgeTariff so that the plugin can provide the functionality for Product Pre-Classification (PPC), Estimated Duties & Taxes (EDT) and Restricted Party Screening (RPS).

Pre-Requisite Steps

Before starting with this guide make sure that you have:

1. Access and authority to install plugins into your WooCommerce store.
2. Signed up to and EdgeCTP (<https://edgectp.com/signup/>) and have received the relevant login credentials on your sign-up email address.
3. Confirmed that the EdgeCTP login is working and you have logged in successfully.
4. Connected your WooCommerce store to EdgeCTP (i.e., **Settings > eCommerce > WooComm.**) and set the relevant store connection details.



Having completed the above steps, you can now continue with the remainder of this guide, in sequence, to conclude the finish of EdgeTariff.

Installing the EdgeTariff plugin

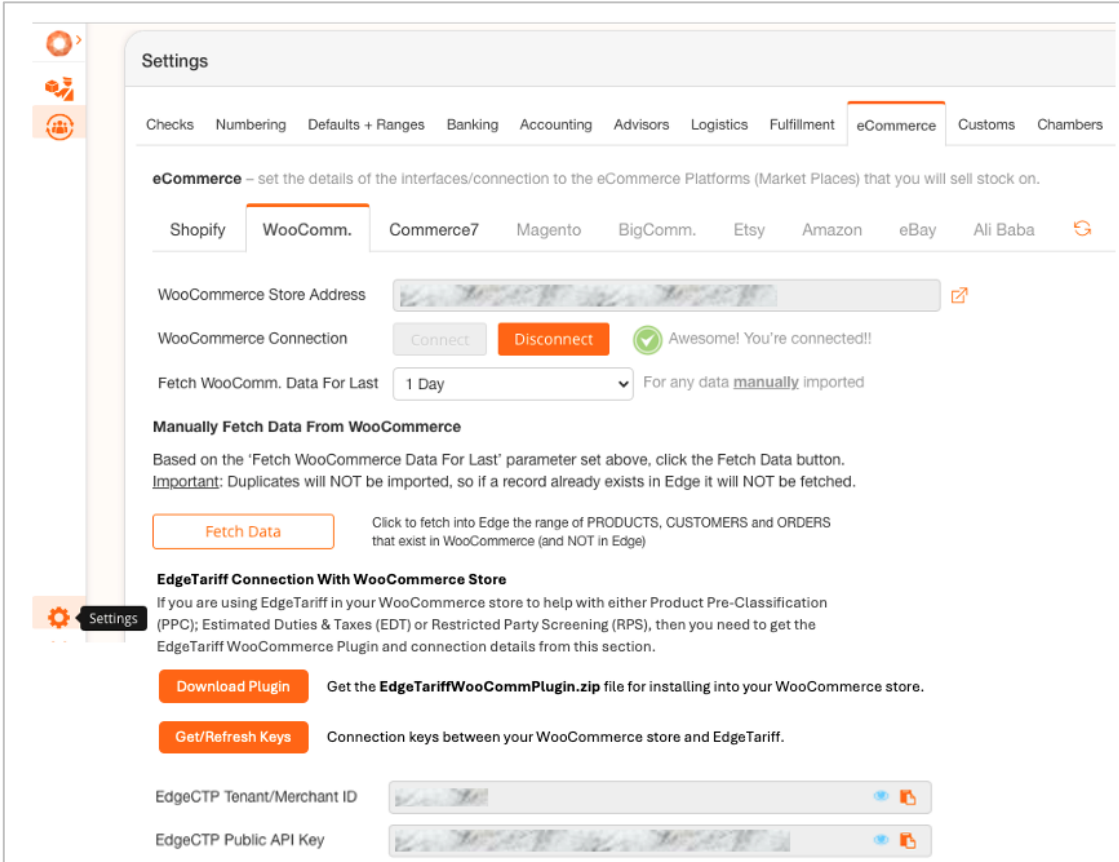
Perform the following steps to install the EdgeTariff plugin:

1. Get the **EdgeTariffWooCommPlugin.zip** file from within EdgeCTP (i.e., **Settings > eCommerce > WooComm.**) or request from support@morgangoodwin.com.
2. Upload the **EdgeTariffWooCommPlugin.zip** file into your WooCommerce store.
3. When requested, click on the **Installation** button and wait a moment for the installation to start.
4. When requested, click on the **Activate** button to start the activation.
5. Once the plugin is activated, you will see **EdgeTariff** in the left side bar menu.
6. You have now successfully installed EdgeTariff into your WooCommerce store.

Connecting WooCommerce with EdgeTariff

This section shows you how to connect your WooCommerce store with EdgeTariff.

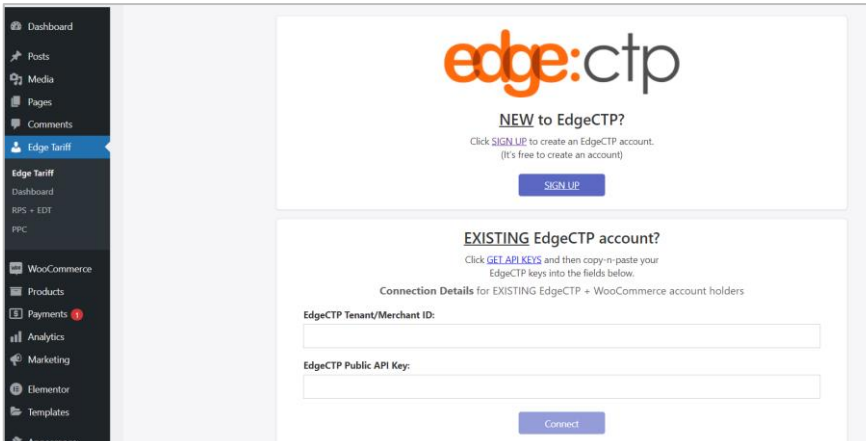
1. Login to EdgeCTP and navigate to **Settings > eCommerce > WooComm.** and make sure you have access to the Connection Keys.



The screenshot shows the 'Settings' page in the EdgeTariff interface. The 'eCommerce' tab is selected, and the 'WooComm.' sub-tab is active. The page displays the following information:

- WooCommerce Store Address:** A text input field with a copy icon.
- WooCommerce Connection:** A 'Connect' button (disabled), a 'Disconnect' button, and a green checkmark with the text 'Awesome! You're connected!'.
- Fetch WooComm. Data For Last:** A dropdown menu set to '1 Day' and the text 'For any data manually imported'.
- Manually Fetch Data From WooCommerce:** A 'Fetch Data' button and a description: 'Click to fetch into Edge the range of PRODUCTS, CUSTOMERS and ORDERS that exist in WooCommerce (and NOT in Edge)'.
- EdgeTariff Connection With WooCommerce Store:** A section explaining that users need to get the EdgeTariff WooCommerce Plugin and connection details. It includes a 'Download Plugin' button and a 'Get/Refresh Keys' button.
- EdgeCTP Tenant/Merchant ID:** A text input field with a copy icon.
- EdgeCTP Public API Key:** A text input field with a copy icon.

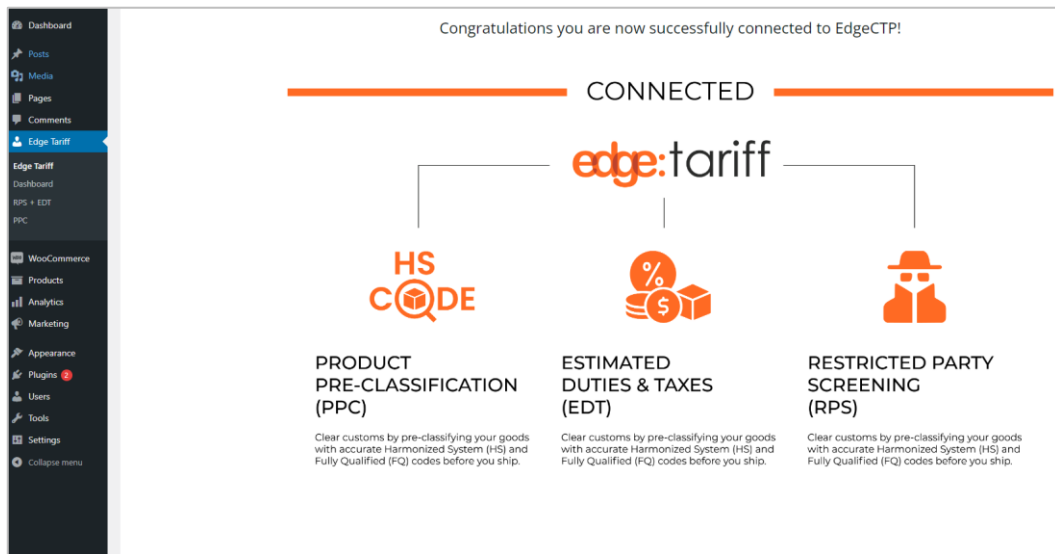
2. You now need to **copy** the two keys: **EdgeCTP Tenant/Merchant ID** and **EdgeCTP Public API Key** and **paste** them into the connection section of the EdgeTariff plugin in your WooCommerce store.
3. Login to your WooCommerce store and in the left menu, click on **EdgeTariff** and add/paste the connection keys from EdgeCTP into the **EdgeCTP Tenant/Merchant ID** and **EdgeCTP Public API Key** values.



The screenshot shows the EdgeCTP login page. The page has a dark sidebar on the left with the 'Edge Tariff' menu item selected. The main content area features the 'edge:ctp' logo and two sections:

- NEW to EdgeCTP?:** A section with the text 'Click SIGN UP to create an EdgeCTP account. (It's free to create an account)' and a 'SIGN UP' button.
- EXISTING EdgeCTP account?:** A section with the text 'Click GET API KEYS and then copy-paste your EdgeCTP keys into the fields below.' and 'Connection Details for EXISTING EdgeCTP + WooCommerce account holders'. It contains two input fields: 'EdgeCTP Tenant/Merchant ID:' and 'EdgeCTP Public API Key:', followed by a 'Connect' button.

4. Click on **Connect** button and wait a few moments for the connection to be established.
5. Once the connection is established you will see the Connected screen.



You have now connected the EdgeTariff plugin from your WooCommerce store to EdgeTariff in EdgeCTP.

Basic Functionality of EdgeTariff

This section covers the basic functionality of EdgeTariff based on PPC, EDT and RPS. Perform this section to test that EdgeTariff is setup correctly within your WooCommerce store.

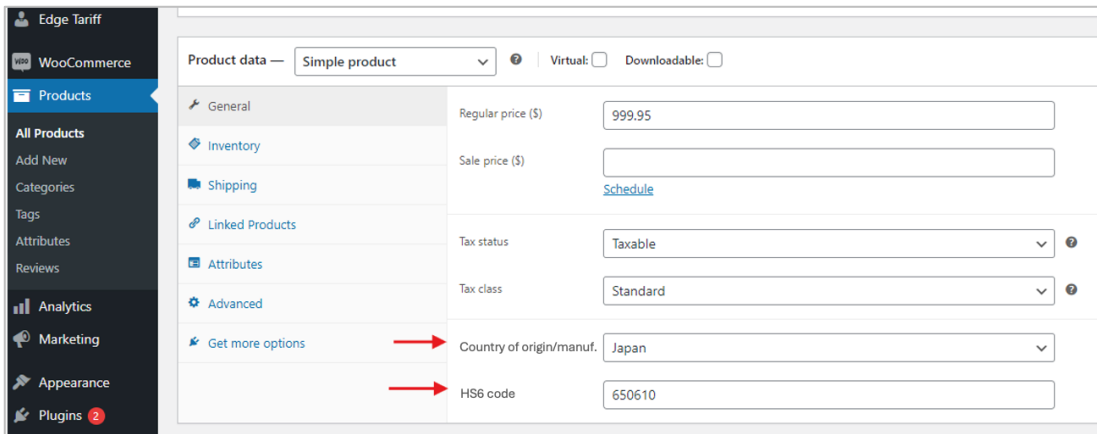
Product Pre-Classification (PPC)

To calculate the duties & taxes of any product being shipped to a destination country, the Harmonized System (HS) code (of at least 6-digits) and Country of Origin (where a product has been made, i.e., where the greatest economic activity on the product creation took place) need to be pre-populated.

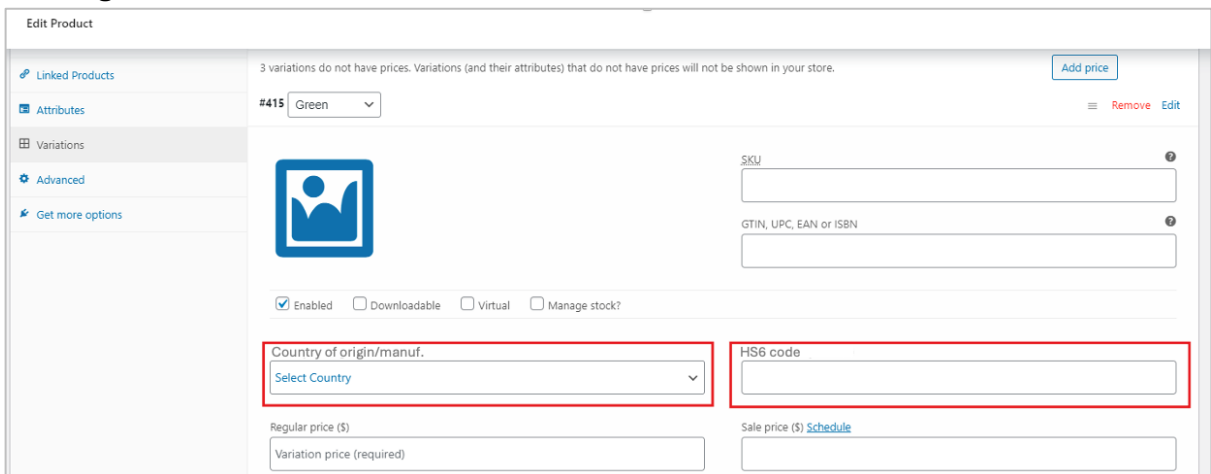
You can either perform this Product Pre-Classification (PPC) manually, one-product at a time based on what you know is the HS code, or use the PPC functionality to request a trained customs expert to classify the product for you.

Manually Add Country of Origin and HS6 Code Values

- a. For each SIMPLE product, **edit** and add the **Country of origin/manuf.** and Harmonised System **HS6 code** values.



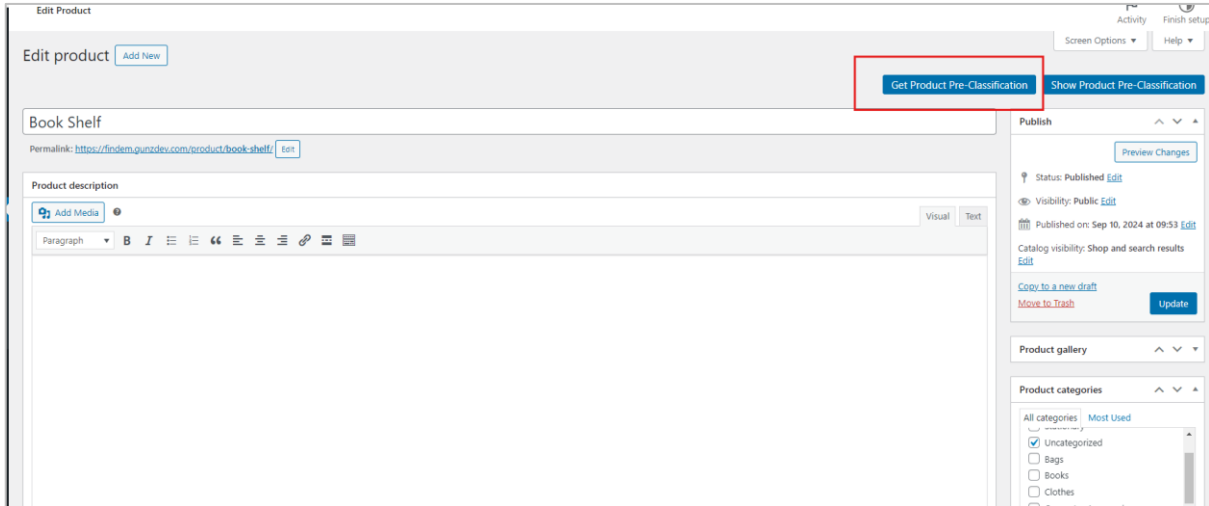
2. Additionally for each VARIANT/VARIATION product, **edit** and add the **Country of origin/manuf.** and harmonized code **HS6 code** values.



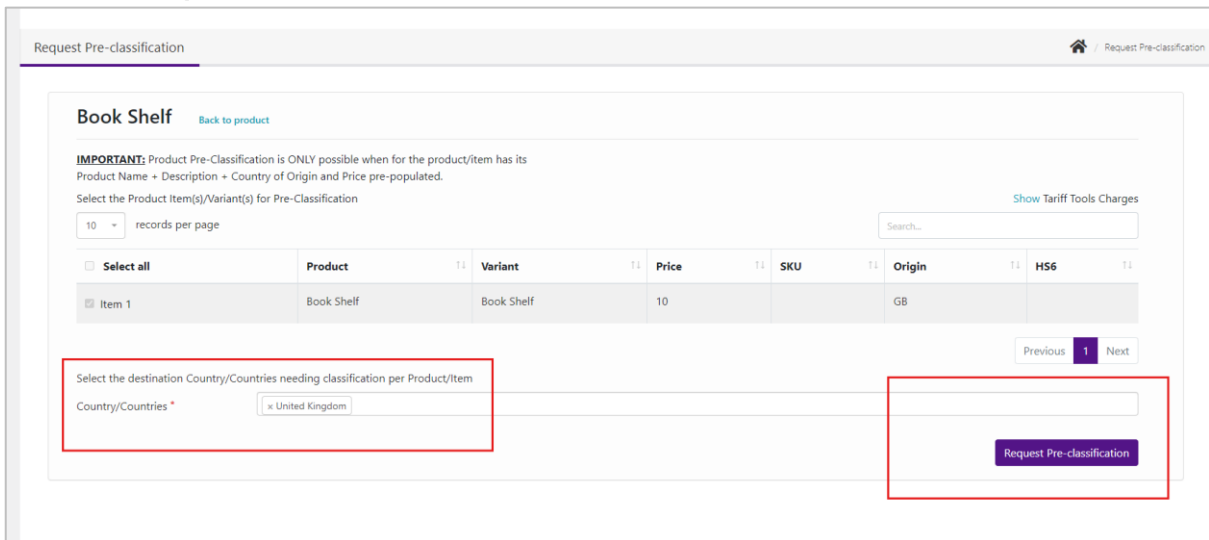
Get Professional Product Pre-Classification (PPC) Service

If you would prefer a customs trained professional to pre-classify your product(s) to BOTH HS6 (first 6-digits) and country specific Fully Quality (FQ) level (10-digits or more), then follow this process.

1. Find and **edit** the product you wish to get classified.
2. Click on **Get Product Pre-Classification** button at the top right.



3. When requested, add the **country or countries** you MAY ship the product to and click on **Request Pre-classification** button.



Note: Product Pre-classification is performed by a HUMAN and therefore, could take an hour or so to be classified and returned to you, i.e., there is NO immediate classification shown.

- You can on occasion come into the **EdgeTariff > PPC** to show the Product Pre-Classification (PPC) table, where you can click on the **refresh** icon, under the Action column, to see that classification done for the product.

Product Pre-Classification (PPC) PPC

Total Submitted		Total PPC Classified		Total USD Paid-to-date (PPC + EDT + RPS)		Total USD Bal. Due (PPC + EDT + RPS)	
Total PPC Submitted	743	Total PPC Classified	742	Total USD Paid-to-date (PPC + EDT + RPS)	612.00	Total USD Bal. Due (PPC + EDT + RPS)	0.89

10 records per page Note: Time is GMT/UTC

Month	Submitted	Product Id	Name	Dest.	HS6	Tariff Code	Stage	Source	Last Updated	Classified	Status	USD fee	Paid	Action
Sep	12-Sep-2024 10:58:08	11806	Book Shelf	GB			Planned	WooCommerce	12-Sep-2024 10:58:08		Unclassified	3.00		
Sep	10-Sep-2024 09:53:53	11806	Book Shelf	GB	650610	8000	Complete	WooCommerce	11-Sep-2024 05:01:31	10-Sep-2024 09:54:07	Classified	3.00	11-Sep-2024 05:01:31	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	AU	650610	0019	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	3.00	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	US	650610	3030	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	CA	650610	1090	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	GB	650610	8000	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	CA	650610	1090	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	3.00	04-Sep-2024 05:00:37	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	GB	650610	8000	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	1.50	04-Sep-2024 05:00:37	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	NZ	650610	0911A	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	1.50	04-Sep-2024 05:00:37	
Sep	02-Sep-2024 11:15:15	11718	Uniden PC68LTX	US	650610	3030	Complete	WooCommerce	03-Sep-2024 05:00:47	02-Sep-2024 11:15:30	Classified	1.50	03-Sep-2024 05:00:47	

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- The returned value should be shown in the **HS6** and **Tariff Code** columns (both HS6 + Tariff Code = the **Fully Qualified** value that is country specific), with EdgeTariff automatically populating the HS6 value for the product in the WooCommerce store.

Product Pre-Classification (PPC) PPC

Total Submitted		Total PPC Classified		Total USD Paid-to-date (PPC + EDT + RPS)		Total USD Bal. Due (PPC + EDT + RPS)	
Total PPC Submitted	743	Total PPC Classified	743	Total USD Paid-to-date (PPC + EDT + RPS)	612.00	Total USD Bal. Due (PPC + EDT + RPS)	3.89

10 records per page Note: Time is GMT/UTC

Month	Submitted	Product Id	Name	Dest.	HS6	Tariff Code	Stage	Source	Last Updated	Classified	Status	USD fee	Paid	Action
Sep	12-Sep-2024 10:58:08	11806	Book Shelf	GB	650610	8000	Complete	WooCommerce	12-Sep-2024 10:59:16	12-Sep-2024 10:59:15	Classified	3.00		
Sep	10-Sep-2024 09:53:53	11806	Book Shelf	GB	650610	8000	Complete	WooCommerce	11-Sep-2024 05:01:31	10-Sep-2024 09:54:07	Classified	3.00	11-Sep-2024 05:01:31	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	AU	650610	0019	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	3.00	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	US	650610	3030	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	CA	650610	1090	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	04-Sep-2024 11:17:24	11718	Uniden PC68LTX	GB	650610	8000	Complete	WooCommerce	05-Sep-2024 05:00:54	04-Sep-2024 11:17:37	Classified	1.50	05-Sep-2024 05:00:54	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	CA	650610	1090	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	3.00	04-Sep-2024 05:00:37	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	GB	650610	8000	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	1.50	04-Sep-2024 05:00:37	
Sep	03-Sep-2024 13:22:23	864	Dell Inspiration laptop	NZ	650610	0911A	Complete	WooCommerce	04-Sep-2024 05:00:37	03-Sep-2024 13:22:35	Classified	1.50	04-Sep-2024 05:00:37	
Sep	02-Sep-2024 11:15:15	11718	Uniden PC68LTX	US	650610	3030	Complete	WooCommerce	03-Sep-2024 05:00:47	02-Sep-2024 11:15:30	Classified	1.50	03-Sep-2024 05:00:47	

Previous 1 2 3 4 5 ... 31 Next

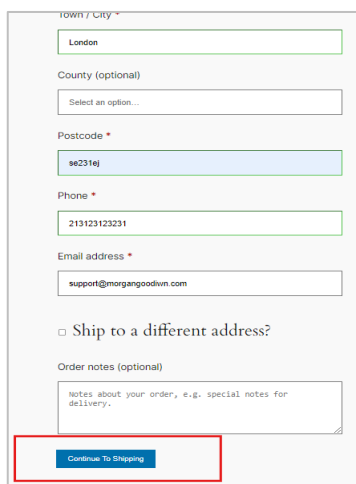
Perform Estimate Duty and Tax (EDT)

This section assumes that an overseas buyer is purchasing an item from your online store.

Additionally, to show the shipping rates along with the duties & taxes, you will need to make sure that the shipping rates connection (to a carrier) or your own shipping rates has been setup within EdgeCTP **Settings > Logistics**.

To see EDT on the checkout, do the following:

1. Go to the online store and select an item(s) to purchase by placing them into the cart.
2. Process to the checkout and complete the required DESTINATION address fields.
3. Then click on the '**Continue To Shipping**' button



town / City *

County (optional)

Postcode *

Phone *

Email address *

Ship to a different address?

Order notes (optional)

Continue To Shipping

4. Wait for the checkout to appear showing the **shipping rates** with the associated **Duties & Taxes** for each shipping method.

Shipping Method	
<input checked="" type="radio"/> FedEx International Connect Plus in 1-5 business days + Est. Duties & Taxes (Shown as USD; Est. Duties and Taxes are not refundable)	\$283.27
Shipping \$48.43 + Est. Duty: \$20.97 + General Sales Tax: \$213.87	
<input type="radio"/> UPS Worldwide Expedited in 2-5 business days + Est. Duties & Taxes (Shown as USD; Est. Duties and Taxes are not refundable)	\$294.68
Shipping \$57.76 + Est. Duty: \$21.15 + General Sales Tax: \$215.77	
<input type="radio"/> FedEx International Economy® in 3-5 business days + Est. Duties & Taxes (Shown as USD; Est. Duties and Taxes are not refundable)	\$303.77
Shipping \$65.18 + Est. Duty: \$21.30 + General Sales Tax: \$217.29	
<input type="radio"/> DHL EXPRESS WORLDWIDE in 1-2 business days + Est. Duties & Taxes (Shown as USD; Est. Duties and Taxes are not refundable)	\$651.63
Shipping \$349.38 + Est. Duty: \$26.99 + General Sales Tax: \$275.26	

5. Once a shipping method is selected the total for the order will be shown.

Product	Subtotal
Arai Corsair X KR-2 Helmet × 1	\$999.95
Subtotal	\$999.95
Shipping	FedEx International Connect Plus in 1-5 business days: \$48.43
Tax (Est. Duty + GST/VAT)	\$234.84
Total	\$1,283.22

6. If you are simply testing this functionality, then you can abandon the cart here, otherwise, you can place the order and look at the confirmed order in your order screen within WooCommerce.

Restricted Party Screening (RPS)

The RPS functionality allows you to screen a customer BEFORE you ship goods to them. To perform RPS on any placed order do the following:

1. **Find** and **edit** the order you wish to screen the customer.
2. Click the **Request RPS** button

The screenshot shows the 'Edit Order' page. At the top, there's a 'Shipping Label' section with a 'Create shipping labels' button. Below that, the 'Order #11822 details' are shown, including 'Payment via Cash on delivery' and 'Customer IP: 206.84.188.58'. The 'General' section shows the date created (2024-09-12) and status (Processing). The 'Billing' section shows the customer's name (Morgan Goodwin) and address. The 'Shipping' section shows the shipping address and phone number. A 'Request RPS' button is highlighted with a red box. Below the order details, there's a table of items with columns for Item, Cost, Qty, Total, and TAX. The table shows one item: 'Uniden PC68LTX' with a cost of \$600.00 and a quantity of 1.

3. EdgeTariff will then screen the customer details across a range of global denied party lists and return the result on the RPS screen, **Party Restricted** column (Yes or No), of the EdgeTariff plugin within WooCommerce.

The screenshot shows the 'Restricted Party Screening (RPS) + Estimated Duties & Taxes (EDT)' interface. At the top, there's a summary of RPS searches performed (to-date) with columns for RPS Non-payable (0), RPS Payable (20), and EDT (0). Below that, there's a table of screening results with columns for Month, Last Updated, Party Name, and Party Restricted. The table shows 10 rows of results, all with 'Party Restricted' set to 'No'. Below the table, there's a section for 'Est. D&Ts' with a table of estimated duties and taxes.

Month	Last Updated	Party Name	Party Restricted
Sep	12-Sep-2024 11:13:26	Morgan Goodwin	No
Sep	12-Sep-2024 09:25:21	Morgan Goodwin	No
Sep	12-Sep-2024 09:01:59	Morgan Goodwin	No
Sep	11-Sep-2024 05:01:31	Morgan Goodwin	No
Sep	11-Sep-2024 05:01:31	Morgan Goodwin	No
Sep	11-Sep-2024 05:01:31	Morgan Goodwin	No
Sep	06-Sep-2024 05:09:00	Dahlia Fuentes	No
Sep	06-Sep-2024 05:09:00	Bilal zahid	No
Sep	06-Sep-2024 05:09:00	Bilal zahid	No
Sep	05-Sep-2024 05:00:53	Bilal zahid	No

4. Returning to the associated order screen you will also get an order note (party not restricted).

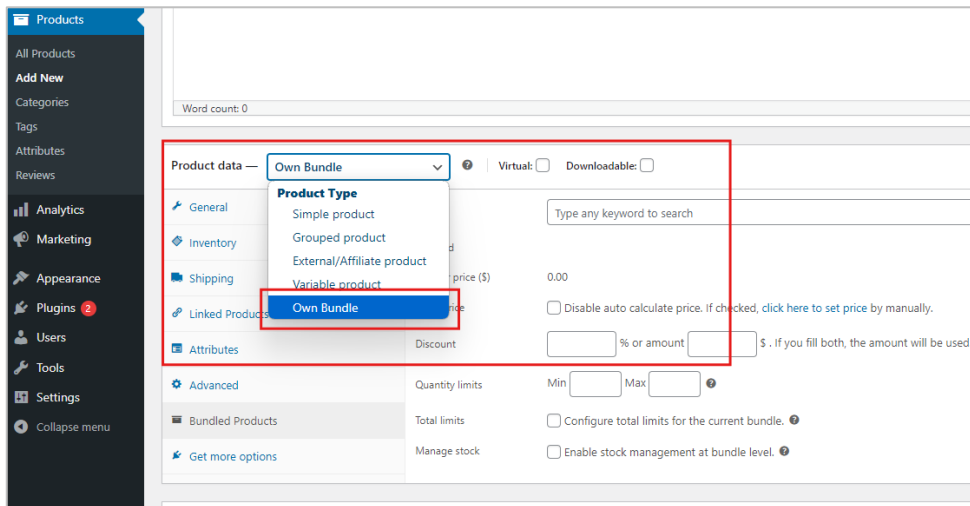
The screenshot displays the WooCommerce order management interface. At the top, there are 'Screen Options' and 'Help' dropdown menus, and a 'Perform EDT' button. Below this is the 'Shipment Tracking' section, which states 'No shipping labels have been created for this order yet.' The 'Order actions' section includes a dropdown menu for 'Choose an action...', a 'Move to Trash' link, and an 'Update' button. The 'Order notes' section is expanded, showing a list of notes. The first note, 'Party Not Restricted', is highlighted with a red box. Below it are two more notes: one with the same text and another with shipping and tax details. The bottom note states 'Payment to be made upon delivery. Order status changed from Pending payment to Processing.'

- 5.

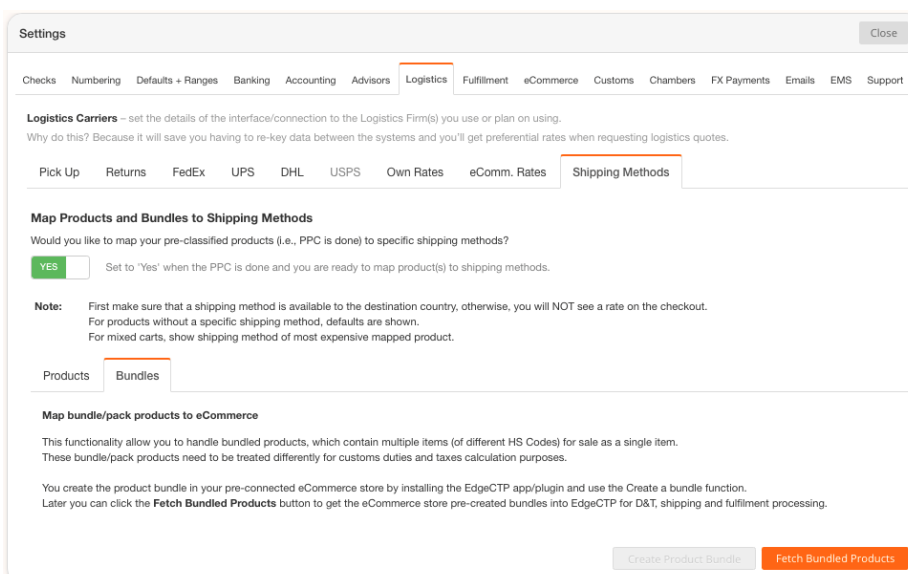
EdgeTariff Bundled Products

Use this section to create your own customised bundled products, which are a basket/group of products bundled into one sellable product.

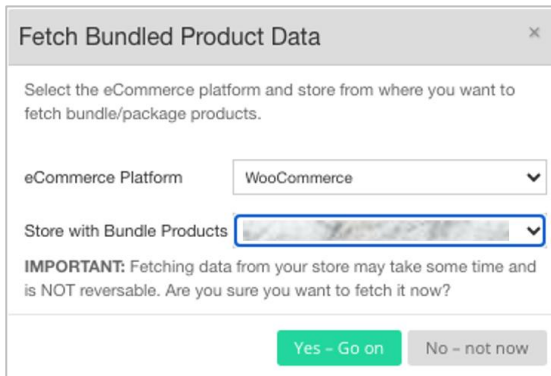
1. Within WooCommerce, create a new product and for **Product Data (Product Type)** select 'Own Bundle'.



2. To **add products to the bundle**, search for each product and click add. Please NOTE that each product added MUST have been PPC'ed (i.e., have a country of origin and HS6 value pre-populated).
3. You can **add the shipping details for the bundle** (as a whole), e.g., weights and dimensions etc.
4. Once you have added all the products within the bundle, you can **publish the bundle product** to your online store.
5. Go to EdgeCTP **Settings > Logistics > Shipping Methods > Bundles** and click the **Fetch Bundled Products**.



- When request to provide the store details, choose WooCommerce and your store name where you created the bundle product earlier.



The screenshot shows a dialog box titled "Fetch Bundled Product Data" with a close button (X) in the top right corner. The dialog contains the following text and controls:

Select the eCommerce platform and store from where you want to fetch bundle/package products.

eCommerce Platform: A dropdown menu with "WooCommerce" selected.

Store with Bundle Products: A dropdown menu with a store name selected and highlighted by a blue border.

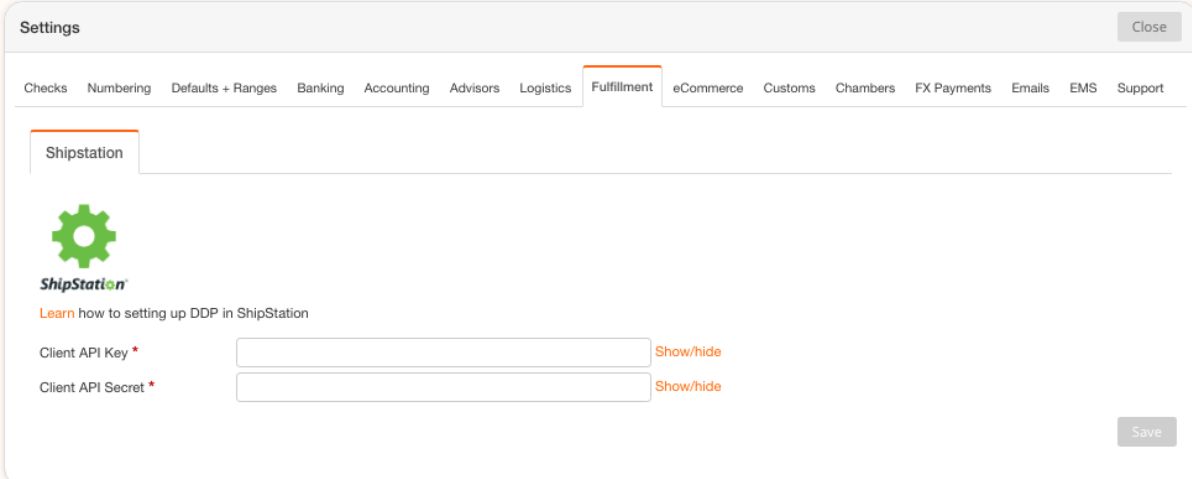
IMPORTANT: Fetching data from your store may take some time and is NOT reversable. Are you sure you want to fetch it now?

At the bottom, there are two buttons: "Yes - Go on" (highlighted in green) and "No - not now" (disabled).

- Wait for the bundled product data to be fetched. Only once the bundled products are in EdgeCTP, they will have estimated duties & taxes calculated on the WooCommerce online store's checkout.

Fulfilling and Order with ShipStation

If you plan on using ShipStation to fulfil your WooCommerce orders, which have been “tagged” as DDP (Delivery and Duty Paid) by EdgeTariff, then you will **FIRST** need to establish a connection between EdgeCTP and ShipStation, i.e., **EdgeCTP > Settings > Fulfilment > ShipStation** and follow the setups to connection the two systems together.



The screenshot shows the 'Settings' window with the 'Fulfillment' tab selected. Under the 'Shipstation' sub-tab, there is a green gear icon and the ShipStation logo. Below the logo is a link that says 'Learn how to setting up DDP in ShipStation'. There are two input fields: 'Client API Key *' and 'Client API Secret *', each with a 'Show/hide' link to its right. A 'Save' button is located at the bottom right of the settings panel.