



Converting an Easy Rate to a Bill of Lading

Convert your EZ Rate results into a Bill of Lading without having to re-enter the product information. Just select or add the full merchant origin and destination information and then Book your Shipment.

Create BOL

1. Click icon.

Status: QUOTED

BOL #: 1618300001

EZ-Rate

Customer Data		
Customer PO: <input type="text"/>	Invoice ID: <input type="text"/>	Billing ID: <input type="text"/>

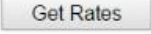

Billing Data	
I Am The: <input type="text" value="ThirdParty"/>	Pay Type: <input type="text" value="Prepaid"/>

Merchant Data	
Origin/Shipper Data	Destination/Consignee Data
City: <input type="text" value="Lorain"/>	City: <input type="text" value="Chicago"/>
State: <input type="text" value="OH"/>	State: <input type="text" value="IL"/>
* Zip Code: <input type="text" value="44053"/>	* Zip Code: <input type="text" value="60606"/>
* Country: <input type="text" value="United States"/>	* Country: <input type="text" value="United States"/>
<input checked="" type="checkbox"/> Pickup Accessorials	<input checked="" type="checkbox"/> Deliver Accessorials

2. Start typing the Merchant Name in the Merchant Data section. The system will auto-recognize any saved Merchant that matches the credentials typed and display a list of options. If creating a new merchant, type the full name, then choose New Merchant from the drop down list and check the box Save as New to store it in the system. It will remember the merchant information for the next time you start to type it in.

Merchant Data	
Origin/Shipper Data	Destination/Consignee Data
<input type="checkbox"/> Set as Default <input type="checkbox"/> Save as New	<input type="checkbox"/> Set as Default <input type="checkbox"/> Save as New
* Merchant Name: <input type="text" value="Ba"/>	* Merchant Name: <input type="text"/>
Location ID: Results	Location ID: <input type="text"/>
Dock Name: New Merchant	Dock Name: <input type="text" value="Main Dock"/>
Note: Banyan Technology	Note: <input type="text"/>



3. You are going to click the  button once the merchant information has been filled in. The system does this to assure you are getting the most up to the minute price quote from each carrier.
4. Click the  icon next to the carrier you would like to award the shipment.

Rates										Get Rates
	Date	Carrier	Carrier Charge	Customer Charge	Mode	Transit	Quote #	Agent	Owner	Action
<input checked="" type="checkbox"/>	07/01/2016 09:49	<u>Pitt Ohio Express</u>	96.09	96.09	LTL	1	27089285	<u>Pitt Ohio Automated Quote</u>	Automation	  
<input checked="" type="checkbox"/>	07/01/2016 09:49	<u>XPO formerly Conway</u>	272.74	272.74	LTL	2	4257173841718	<u>CCX Automated Quote</u>	Automation	  
<input checked="" type="checkbox"/>	07/01/2016 09:49	<u>Display Friendly Name</u>	272.74	272.74	LTL	2	4257173841934	<u>CCX Automated Quote</u>	Automation	  
<input checked="" type="checkbox"/>	07/01/2016 09:49	<u>XPO formerly Conway</u>	272.74	272.74	LTL	2	4257173841925	<u>CCX Automated Quote</u>	Automation	  
<input checked="" type="checkbox"/>	07/01/2016 09:49	<u>A. Duie Pyle</u>	332.02	332.02	LTL	2	20160701935	<u>A Duie Pyle Automation</u>	Automation	  