



stallionexpress.ca

877-863-7447



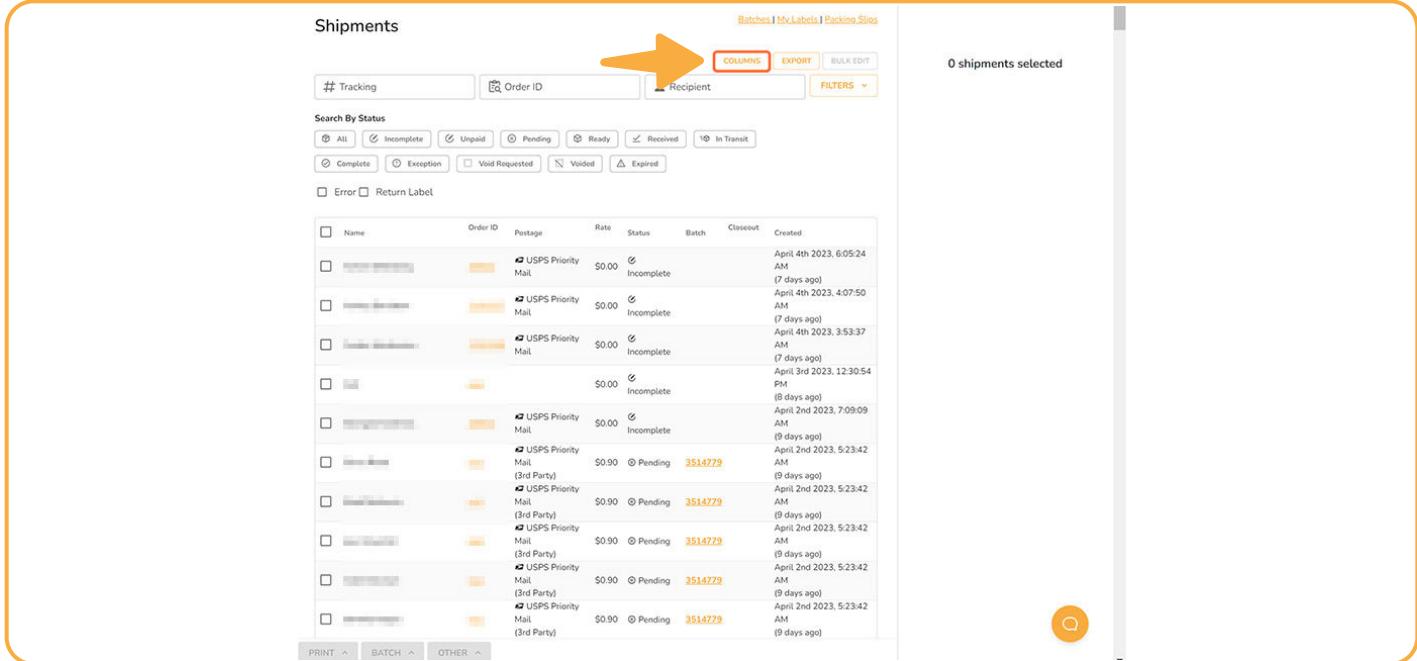
7676 WOODBINE AVE,
UNIT 2, MARKHAM, ON,
L3R 2N2

**CUSTOMIZE
COLUMNS ON
YOUR SHIPMENTS
& ORDERS PAGE**



STEP 1

Click on **Columns**.



Shipments

Search By Status: All, Incomplete, Unpaid, Pending, Ready, Received, In Transit, Complete, Exception, Void Requested, Valid, Expired, Error, Return Label.

Columns: Tracking, Order ID, Recipient, Postage, Rate, Status, Batch, Closeout, Created.

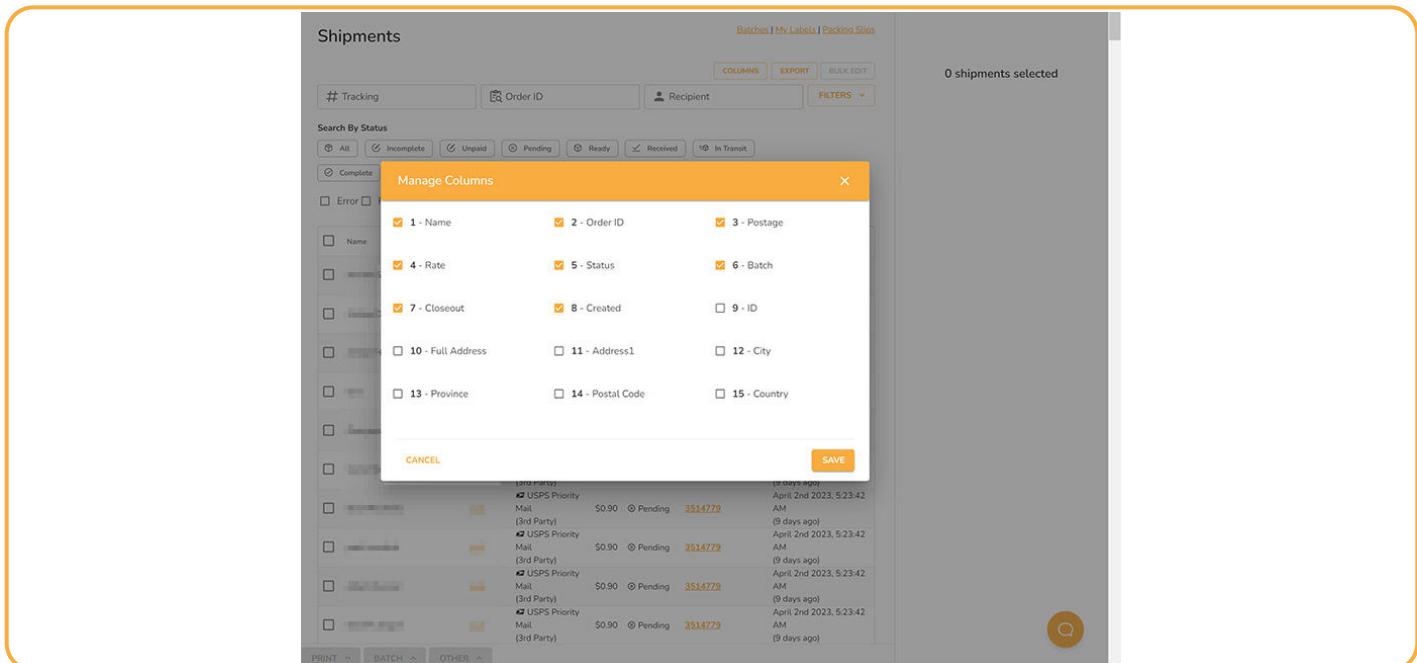
0 shipments selected.

Name	Order ID	Postage	Rate	Status	Batch	Closeout	Created
[REDACTED]	[REDACTED]	USPS Priority Mail	\$0.00	Incomplete		April 4th 2023, 6:05:24 AM	(7 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail	\$0.00	Incomplete		April 4th 2023, 4:07:50 AM	(7 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail	\$0.00	Incomplete		April 4th 2023, 3:53:37 AM	(7 days ago)
[REDACTED]	[REDACTED]		\$0.00	Incomplete		April 3rd 2023, 12:30:54 PM	(8 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail	\$0.00	Incomplete		April 2nd 2023, 7:09:09 AM	(9 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)	\$0.90	Pending	3514779	April 2nd 2023, 5:23:42 AM	(9 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)	\$0.90	Pending	3514779	April 2nd 2023, 5:23:42 AM	(9 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)	\$0.90	Pending	3514779	April 2nd 2023, 5:23:42 AM	(9 days ago)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)	\$0.90	Pending	3514779	April 2nd 2023, 5:23:42 AM	(9 days ago)

PRINT, BATCH, OTHER.

STEP 2

Select columns.



Shipments

Search By Status: All, Incomplete, Unpaid, Pending, Ready, Received, In Transit, Complete, Exception, Void Requested, Valid, Expired, Error, Return Label.

Manage Columns

0 shipments selected.

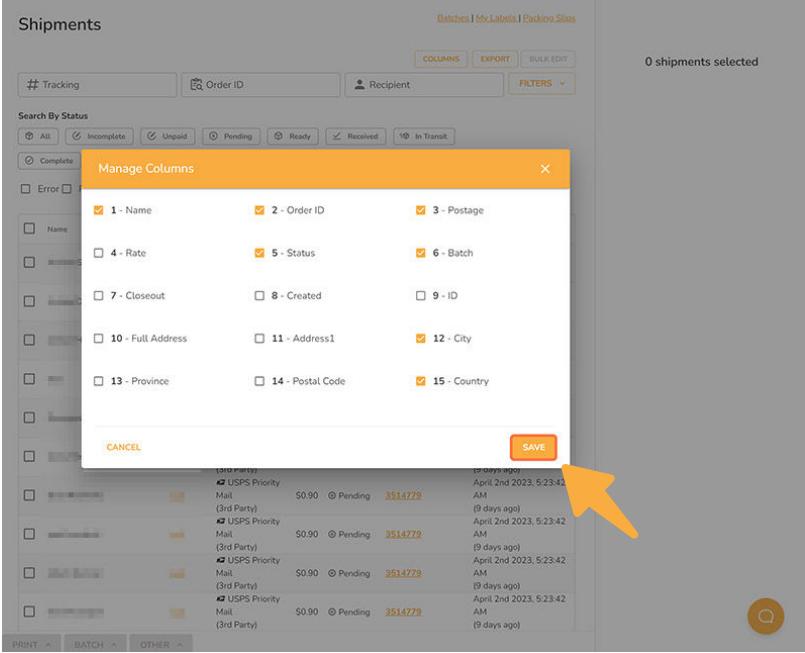
1 - Name	2 - Order ID	3 - Postage
[REDACTED]	[REDACTED]	USPS Priority Mail
[REDACTED]	[REDACTED]	USPS Priority Mail
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)
[REDACTED]	[REDACTED]	USPS Priority Mail (3rd Party)

CANCEL SAVE

PRINT, BATCH, OTHER.

STEP 3

Click on **Save**.



Shipments

0 shipments selected

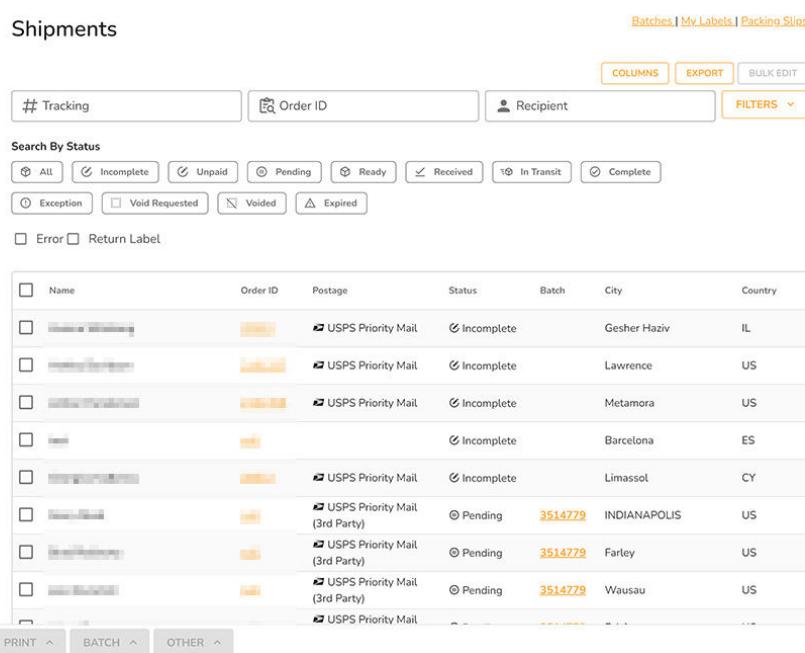
Manage Columns

1 - Name 2 - Order ID 3 - Postage
 4 - Rate 5 - Status 6 - Batch
 7 - Closeout 8 - Created 9 - ID
 10 - Full Address 11 - Address1 12 - City
 13 - Province 14 - Postal Code 15 - Country

SAVE

STEP 4

The columns have been updated.



Shipments

Tracking Order ID Recipient

Search By Status

All Incomplete Unpaid Pending Ready Received In Transit Complete
 Exception Void Requested Voided Expired

Error Return Label

Name	Order ID	Postage	Status	Batch	City	Country
██████████	██████████	USPS Priority Mail	Incomplete		Gesher Haziv	IL
██████████	██████████	USPS Priority Mail	Incomplete		Lawrence	US
██████████	██████████	USPS Priority Mail	Incomplete		Metamora	US
██████████	██████████	USPS Priority Mail	Incomplete		Barcelona	ES
██████████	██████████	USPS Priority Mail	Incomplete		Limassol	CY
██████████	██████████	USPS Priority Mail (3rd Party)	Pending	3514779	INDIANAPOLIS	US
██████████	██████████	USPS Priority Mail (3rd Party)	Pending	3514779	Farley	US
██████████	██████████	USPS Priority Mail (3rd Party)	Pending	3514779	Wausau	US
██████████	██████████	USPS Priority Mail (3rd Party)	Pending	3514779		

PRINT ^ BATCH ^ OTHER ^