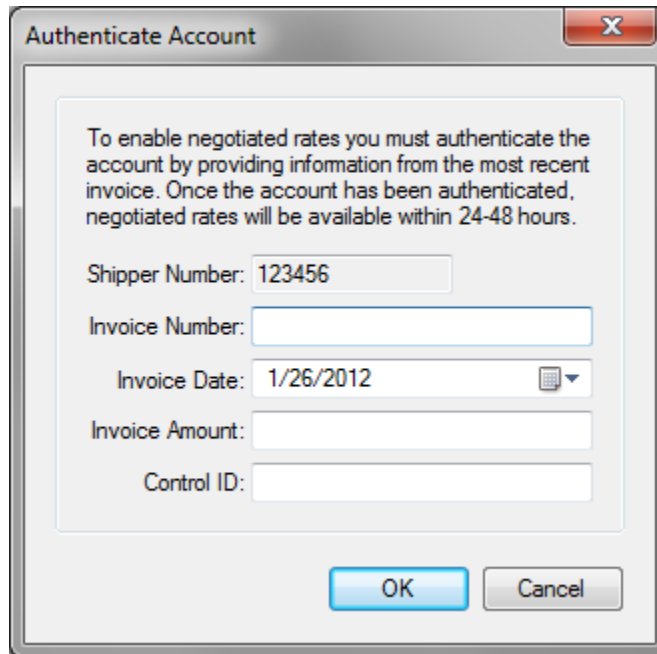


Activating Negotiated Rates within OzLINK

The OzLINK for UPS tool allows viewing of negotiated rates for packages. This feature requires OzLINK to authenticate with UPS. Authentication is easy, and does not require the involvement of a UPS representative. All that is required is a recent UPS invoice¹.

To activate negotiated rates, follow these steps:

- 1) Run OzLINK and click on the **Setup** menu option located at the top of the screen. Then click the **Rating** option.
- 2) Check the **Enable negotiated rates** option. This displays the Authenticate Account screen.
- 3) Fill in the required information and click **OK**.²
- 4) Repeat these steps for each OzLINK workstation.



Authenticate Account

To enable negotiated rates you must authenticate the account by providing information from the most recent invoice. Once the account has been authenticated, negotiated rates will be available within 24-48 hours.

Shipper Number: 123456

Invoice Number:

Invoice Date: 1/26/2012

Invoice Amount:

Control ID:

Once OzLINK submits the authentication information to UPS and authenticates the account, it takes up to 48 hours for UPS to make the rates available to OzLINK. Most cases have shown that the negotiated rates will be accessible in as little as 30 minutes.

¹ The UPS invoice used for activation information must be no more than 3 months old.

² After three unsuccessful authentication attempts, UPS temporarily locks the user out of the activation process for 24 hours.