



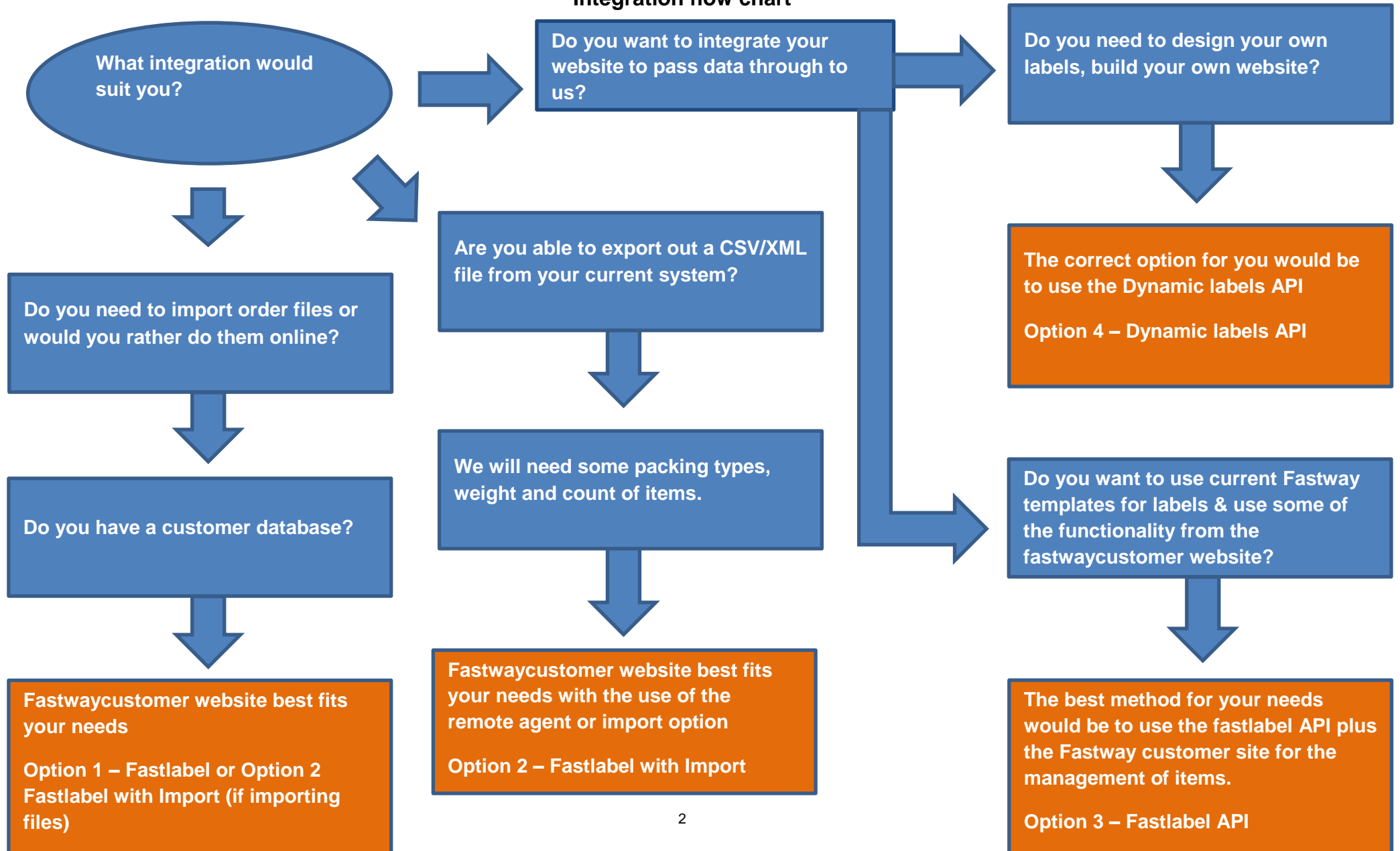
Electronic labels Integration Document

Covers the different options of integrating with Fastway either by import customers, import consignments file or API integration.

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Integration flow chart






Option 1 – Fastlabel

This option is using the web site Fastwaycustomer.com where you can login and generate labels, in this system you would enter the customer details or save the customer details to generate a label.

There is no need to choose what colour label to apply as the system will automatically generate the colour for you.

Required fields to generate a label are Company name, Address 1, suburb/ Postcode, count of items and weight and this must be entered to generate a label

Contact List ?



Joe Bloggs - Napier

Account No:

Contact Name:

Company Name: *

Joe Bloggs

Search the address

5 Main Street, Napier, New Zea

Address 1: *

5, Main St

Address 2:

Hospital Hill

Suburb - Postcode: *

NAPIER; 4110

Nearest match automatically selected

Region:

Hawkes Bay

☐ Save New Customer

Update Receiver Details

Manifest ? Manifest With Description

New Manifest

Contact Details ?

Email:

Phone Number:

Mobile:

Special Instructions

Extra's

☐ Apply Rurals (Must have stock)

☐ Apply Saturday Delivery (Must have stock)

☐ Print Return Label

Reference	Packaging	Items	Weight	Cubic	Length	Width	Height	Cost	Extra
<div>Copy first reference to all</div> <div> <div></div> <div>medium</div> <div>*</div> <div>(kg) *</div> <div>(m³)</div> <div>(cm)</div> <div>(cm)</div> <div>(cm)</div> <div>\$</div> </div>									
			7						

Print Now

Print Later

Clear

Ex GST: \$ 0.00

GST: \$ 0.00

Total: \$ 0.00

Other fields of interest are

Email - will send tracking info to that customers email address entered

Search the address – Allows you to enter the receiver's address and it will populate the details.

Update receiver details – will give you the option to update a customer contact for next time use.

Reference – allows you to use text to add to consignment

Requirements

- Must be used with Internet explorer to print out thermal labels or other browsers to A4 labels
- Customer database import is optional but format is required in XLS
- Laser printer for A4 to aid in the quality of the label
- Windows XP, Vista, Windows 7/8/8.1 are recommended, Mac's would require Parallels to be installed along with a windows operation system.
- Free network port or USB for connection of the thermal printer

Benefits

- Centralized freight management system
- Data is in the cloud and can be access anywhere with an internet connection
- Fully array of reporting on product usage, number of items sent to location & customer, summary of parcel costs, daily consignments etc
- Reprint and delete options is possible in the case of a mistaken or damaged label.
- Ability to message your courier assigned to their scanner.
- Your customer/ contacts database can be imported
- Multi track options for batch files, multiple label numbers or a range of label numbers.
- Email templates to customers customizable
- Printing to A4 labels
- Custom default parcels can be setup on items that you would send out.
- Freight forwards and Online Enquiries can be logged into the system for faster response
- Return label options

Printers supported

- Sato CG412 (usb and network printer)
- Agrox OS-2140D (usb printer but can be used in a network environment with a print server)
- A4 printing on laser printers preferred.



Option 2 – Fastlabel with import

This option is using the main fastwaycustomer website, similar to option 1 but with importing data via a CSV/XML file will speed up the process and even allow some automation on importing and printing.

CSV importing

Below is an example CSV file that will import correctly into the Fastway system, Please note you can use more fields and pass through more data than what is shown.

Required areas highlighted in orange below must be entered to ensure the label prints out correctly if say there wasn't a suburb or postcode or it was wrong in one of the fields the it will either chose the nearest match or you will have to fix the file in order to print out the label.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	contactName	companyName	address1	address2	suburb	city	postcode	phone	emailAddress	specialInstr	specialIns	specialIns	packaging	weight	count
2		Joe Bloggs hardware	250 High Street		Napier	Napier	4201	03 528 6720	joe@hardware.co.nz				1	1	1
3		Joes garden centre	1 main road		Christchurch	Christchurch	8011	03 528 6720	joe@gardencentre.co.nz				1	1	1
4		Joes Gas station	55 Grove Road		Blenheim	Blenheim	7201	03 578 5878	joe@gas.co.nz				1	1	1
5															

You will see in the above example that packaging is set to 1, this is because the default option for parcel is 1, you can use the different packaging types listed below and there is also options to use custom parcels that you might have created beforehand in the fastwaycustomer system.

Packaging type	Number assigned
Parcel	1
A2 Satchel	4
A3 Satchel	5
A4 Satchel	6
A5 Satchel	7
Airservice	8
DI Satchel	9

For a list of all fields that can be used for importing in a CSV file please see *chart 1 import field options for CSV & XML files* (Page 7).

Chart 1 - Import field options for CSV & XML files

Field	Required	Type	Example	Description
Connote number	No	String	24411	batch of item number
Multi-business identifier	No	String	33	separate multi business units for items to be imported
account Number	No	String	567732	used for each customer if required
contact name	No	String (Max 30)	Joe Blogs	Name of receiver, if need to be shown on label put name into company name field.
company name	Yes	String (Max 30)	Joes Gas Station	name of company/ contact receiving (shown on label)
address 1	yes	String (Max 30)	1 Main Road	Receivers Street address (Shown on label)
address 2	No	String (Max 30)	RD1	extra field for street address e.g. RD1 or flat number (shown on label)
suburb	yes	String	Napier	Suburb of receivers location (shown on label)
city	No	String	Napier	City of receiver
Post code	yes	string	4201	Postcode of receiver, must match or nearest match will be done (shown on label)
email address	No	string (Max 100)	Joe@gas.co.nz	email of receiver, used for email notifications
phone number	No	string	6873311	phone number of receiver
mobile number	No	string	27914552	Mobile number of receiver
special 1	No	String (Max 30)	leave at back office	Any special instructions to be shown on label (shown on label)
special 2	No	String (Max 30)	Fragile	Any special instructions to be shown on label (shown on label)
special 3	No	String (Max 30)		Any special instructions to be shown on label (shown on label)
user identifier	No	string	1	allows you to identify users, not normally used
Reference number	No	string	gs01111 or 2321421	reference number or id for the receivers order
packaging	yes	string	1	packaging type e.g. satchel a4, a5, parcel (box) etc

weight	yes	string	5	Weight of the item (shown on label)
width	No	string	10	width of the item used for cubic calculation
length	No	string	80	length of the item used for cubic calculation
height	No	string	10	height of the item used for cubic calculation
count	yes	string	1	Number of items sent to the receiver with the same weight, if there is another item (different weight) you must enter another row of data.

XML importing

Below is an example of a XML file, the file must be in this layout to be imported correctly.

The required fields is still the same as the CSV file and highlighted in the earlier page *Chart 1 – import field options for CSV & XML* (Page 6)

If you require any more info on the layout or sample xml files please contact
Tim@fastway.co.nz

```
<?xml version="1.0"?>
- <orders>
  - <order>
    <conNote>653820</conNote>
    <accountNumber/>
    <companyName>Jo Blogs</companyName>
    <contactName>Art Garden</contactName>
    <address1>6 Main road</address1>
    <address2/>
    <suburb>ABBEY CAVES</suburb>
    <city>whangarei</city>
    <postcode>0110</postcode>
    <emailAddress/>
    <phone/>
    <mobile>0422176786</mobile>
    <specialInstruction1/>
    <specialInstruction2/>
    <specialInstruction3/>
  - <items>
    - <item>
      <reference>653820</reference>
      <packaging>1</packaging>
      <weight>20</weight>
      <count>1</count>
    </item>
  </items>
</order>
</orders>
```

The XML document allows for multiple orders (Connotes) and multiple items for each order.
The root element is "orders"

A single file may contain multiple Order elements A single order may contain one or many
item elements (individual parcels)

**** Element names are case sensitive**

How to import the CSV or XML files

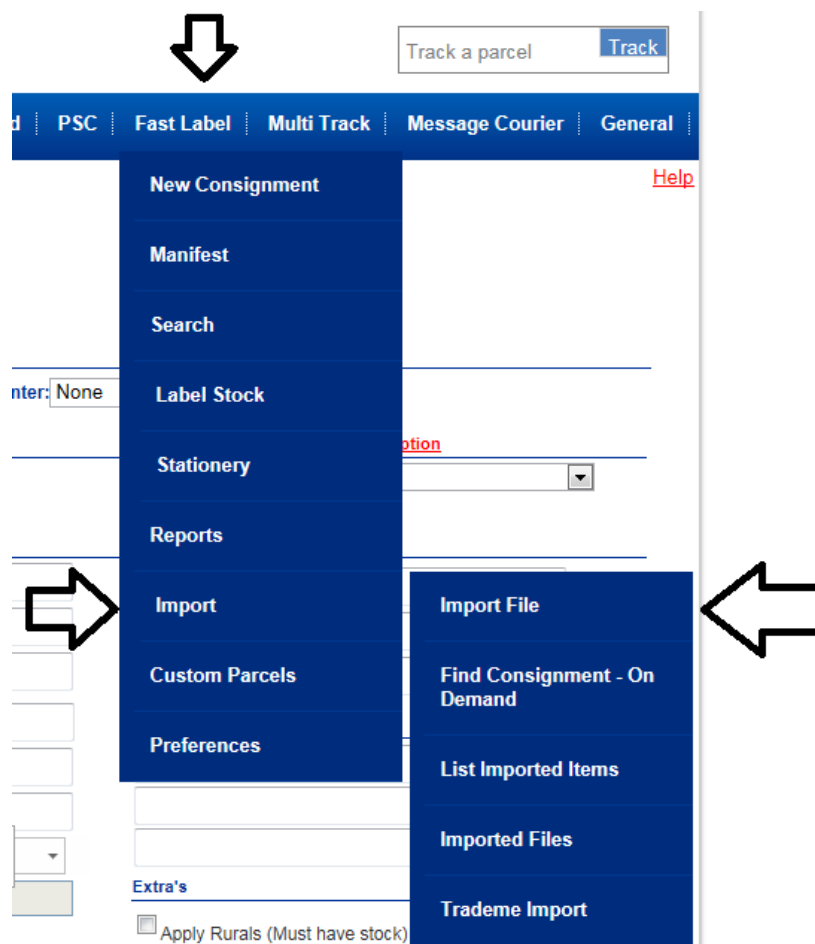
There is two ways to import files

1. Using the fastwaycustomer website
2. Using the Fastway remote agent

1) Using the Fastwaycustomer website

Log into the fastwaycustomer.com website with your username and password

Click on the fastlabel tab then import and import file as shown below.



Now you will be able to select the type of import you have from the format drop down.

Fastlabel – for xml imports (no templates needed to be created)

XLS/CSV – for excel based files (will need to create a template to match headers)

TIFS Compatible Format – setup of an import file for one packaging type

Tab Delimited Format – setup of an import file for one packaging type

*** Please note ** MultiBusiness below is used for importing files into separate business units*

Import Consignments from file

Format: Fast Label
MultiBusiness: wellington
Manifest: Auto
Browse... Upload

For XML files select the **Fastlabel** and file you want to import by clicking on browse and then upload (go to after clicking import for the next step)

Import Consignments from file

Format: XLS/CSV File
MultiBusiness: wellington
Manifest: Auto
File format: grabone
Delete Format Template New Format Template
Browse... Upload

For XLS/CSV imports select format **XLS/CSV** and select **New Format Template**

You will then have to browse to the upload file you are going to upload, keep in mind it will have to have the required fields as discussed earlier.

Example imported file

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
	contactName	companyName	address1	address2	suburb	city	postcode	phone	emailAddress	specialInstr	specialIns	specialIns	packaging	weight	count		
1		Joe Bloggs hardware	250 High Street		Napier	Napier	4201	03 528 6720	joe@hardware.co.nz				1	1	1		
2		Joes garden centre	1 main road		Christchurch	Christchurch	8011	03 528 6720	joe@gardencentre.co.nz				1	1	1		
3		Joes Gas station	55 Grove Road		Blenheim	Blenheim	7201	03 578 5878	joe@gas.co.nz				1	1	1		

Creating a template

Import Consignments from file

Step 1: Upload a file

C:\fastway uploads\Proce

Now you will have the option like below where you need to match the fields to the same, if the name was different in your template like address1 was called address or streetaddress you will need to match that to address 1

Below example is after the import, as you can see it is wrong as contactName is sorted into connote number so what we do now is change them to the suitable fields

Import Consignments from file

Step 2: Match up the columns with the fields

Import XLS/CSV

Import XLS/CSV and Save formatting

Save formatting

Format Name:

Required if saving

Manifest:

Auto

Required if saving

☒ Skip the first row

Only uncheck this if your file does not have headers

Field	Match to column
Connote Number:	<div>contactName</div>
Multi-Business Identifier:	<div>companyName</div>
Account Number:	<div>address1</div>
Contact Name:	<div>address2</div>
Company Name:	<div>suburb</div>
Required	
Address 1:	<div>city</div>
Required	
Address 2:	<div>postcode</div>
Suburb:	<div>phone</div>
Required	
City:	<div>emailAddress</div>
Post Code:	<div>specialInstruction1</div>
Required	
Email Address:	<div>specialInstruction2</div>
Phone Number:	<div>specialInstruction3</div>
Mobile Number:	<div>packaging</div>
Special 1:	<div>weight</div>
Special 2:	<div>count</div>
Special 3:	<div>None</div>
User Identifier:	<div>None</div>

Item Specific fields

Reference Number:

None

Packaging:

None

[Packaging types](#)

Will default to parcel if not choosen

Weight:

None

Will default to 1Kg if not set

Width:

None

Length:

None

Height:

None

Count:

None

Required

Updated template with fields matched; if you don't have the field in your import file you can select none.

Format Name:

Manifest:

☒ Skip the first row

Only uncheck this if your file does not have headers

Field	Match to column
Connote Number:	None
Multi-Business Identifier:	None
Account Number:	None
Contact Name:	contactName
Company Name:	companyName
Address 1:	address1
Address 2:	address2
Suburb:	suburb
City:	city
Post Code:	postcode
Email Address:	emailAddress
Phone Number:	phone
Mobile Number:	None
Special 1:	specialInstruction1
Special 2:	specialInstruction2
Special 3:	specialInstruction3
User Identifier:	None

Key areas

Title - the format name this means you can reuse the same template multiple times if the CSV file is in the same format.

Manifest – Auto by default but this will allow you to change which manifest this populates into.

Skip the first row – recommend you tick this as it removes the header info on the import

Import XLS/CSV and save formatting – this allows you to save your template and import the file just created.

Item Specific fields

Reference Number:

Packaging: [Packaging types](#)

Weight:

Width:

Length:

Height:

Count:

After clicking on import

Now the files will be imported and you will be taken to the imported consignments page.

As shown below all items in red is showing that it couldn't find the suburb or postcode so has failed the import, the best way to fix this is by clicking on **fix item** on the right side of the page (*shown below*)


There is also merge and delete, merge allows you increase or decrease the number of items to that customer where delete removes the item.




















Imported Consignments [All Items](#) >> [Manifests](#)

Filter

Con Missing

[Refresh Now](#)

 [Print All Labels](#) ** Fix items in red before doing this

Manifest	Connote	Address	Label Details	Weight	
ManId: 693627 ConId: 10014950 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	No services available for this Suburb / Postcode	1	 Fix Item  Merge  Delete
ManId: 693627 ConId: 10014951 Reference: 8/10/2014 10:58:31 a.m.		Joes Garden Centre 1 main road CHRISTCHURCH, 8011	GQ0000000497 DkGREEN	1	 Print  Edit  Merge  Delete
ManId: 693627 ConId: 10014952 Reference: 8/10/2014 10:58:31 a.m.		Joes Gas Station 55 Grove Road Blenheim, 7201	FQ0000941982 RED	1	 Print  Edit  Merge  Delete
ManId: 693627 ConId: 10025242 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	FQ0000946621 RED	1	 Print  Edit  Merge  Delete
ManId: 693627 ConId: 10025242 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	9Q0000165845 RURAL	1	 Print  Edit  Merge  Delete

Fixing the item can be done by selecting the correct suburb.

You can even **change the weight, address, customer name, packaging type** and print return label as options in this screen, it can be handy if the customer later changes the address for where the item needs to go to.

The 'Fix Consignment' window displays the following information:

Address Section:

- Customer Name: Joe Bloggs Hardware
- Address 1: 250 High Street
- Address 2: (empty)
- Suburb/City: NAPIER; 4186 (selected from dropdown)
- Postcode: (empty)
- ☐ Print Return Label
- Update & Reprocess button

Item Details Table:

ItemID	Reference	Packaging	Weight
37277759		Parcel	1

Other options to fix the suburb if it was wrong, once you select the correct one click update & reprocess and the data will be updated, now you will be able to print out the labels.

The 'Fix Consignment' window shows the 'Suburb/City' dropdown menu open, displaying a list of options:

- napier
- NAPIER 4104
- NAPIER 4110
- NAPIER 4112
- NAPIER 4137
- NAPIER 4139
- NAPIER 4140
- NAPIER 4141

The 'Update & Reprocess' button is visible next to the dropdown.

2. Using the Fastway remote agent

**** Note **** you will need to make sure the template CSV/ XML file is setup correctly covered earlier on in this document.

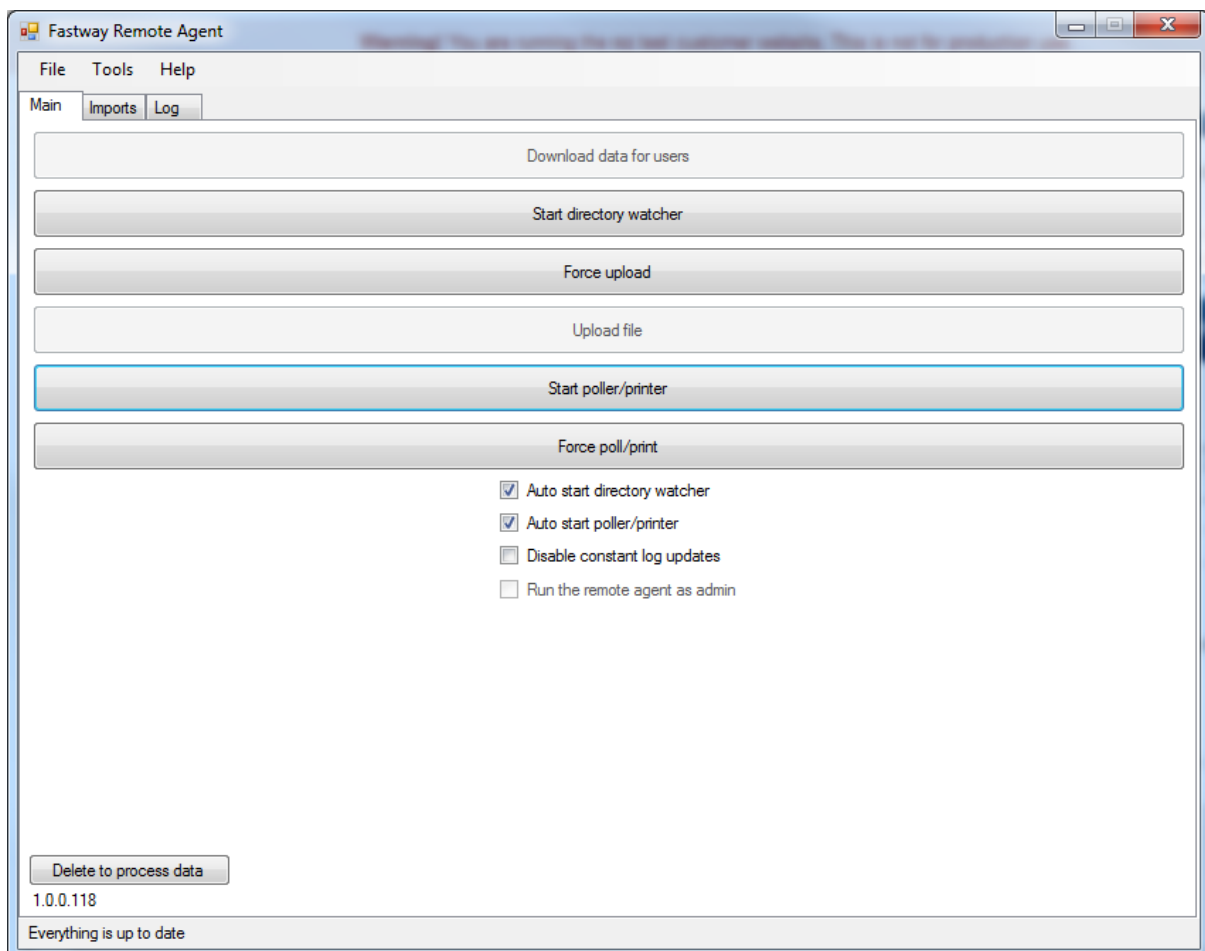
Download the remote agent from going to the following link

<http://agent.fastwaycustomer.com/frozen-1.0.0.118/>

There is some requirements for the remote agent and you will need to have the following installed

- Windows installer 4.5
- Microsoft .NET Framework 4
- SQL Server Compact 4.0 SP1
- Create a folder somewhere on the computer or network for the upload files to be stored

Once downloaded and installed the agent will look like the below.



In the settings option you can click on add

[illegible]

Then enter the username and password that was provided to you



The screenshot shows a Windows-style application window titled "AddUser". The window contains the "fastway couriers" logo, which features the word "fast" in blue and "way" in red, with "couriers" in blue below it. Underneath the logo, there are two text input fields. The first is labeled "Email Address" and the second is labeled "Password". Below the "Password" field is a "Login" button. The window has standard Windows controls (minimize, maximize, close) in the top right corner.

Once the account has been added you can now customize the settings for the remote agent.

The screenshot shows the 'EditUser' dialog box with the following settings:

- Account details:** Email address: fso@fastway.co.nz, Password: [masked], Test login button.
- Directory watcher:** ☒ Enable directory watcher, Directory: C:\fastway uploads, Interval: 1 second/s, ☐ Auto merge items, ☒ Disable auto merge column in files, Set default values button, ☒ Replace empty values, ☐ Replace all values, ☒ Fix items on customer site, ☐ Allow import into a separate multi business.
- Printing:** ☒ Enable printing, Printer type: ☒ Sato printing, ☐ Argox printing, ☐ A4 printing, Printer: SATO CG412, Test button, Print for: ☒ Any unprinted labels for this user, ☐ Any unprinted labels for all users, Interval: 1 second/s, Total label number: ☒ X of total labels in consignment, ☐ X of total labels in manifest.

Buttons at the bottom: Cancel, Save.

Account Details Your email address and password and test login to confirm details are working correctly

Directory watcher, Tick box to enable directory watcher, (used for uploading file)

Directory location, selecting the folder to where you want the files to be uploaded from, any files place in that location will be check by the seconds you set in the **interval** box

Fix items on customer site should be ticked, this allows you to fix items by logging into fastwaycustomer as discussed earlier on.

Enable printing should be ticked if you require the items to automatically print.

Printer type either select sato, agrox or a4 printing depending on your printer you have.

Printer allows you to test the printer to make sure it will work.

Print for should be selected for **any unprinted labels for this user**, use **all users** if you want to have a single dispatch centre for your multi business units.

Interval allows how many seconds to for **poller** to check

Total label number total labels in a consignment should be selected as it will print out 2 labels to a customer as 1 of 2 and 2 of 2 instead of 1 of 99 in the manifest

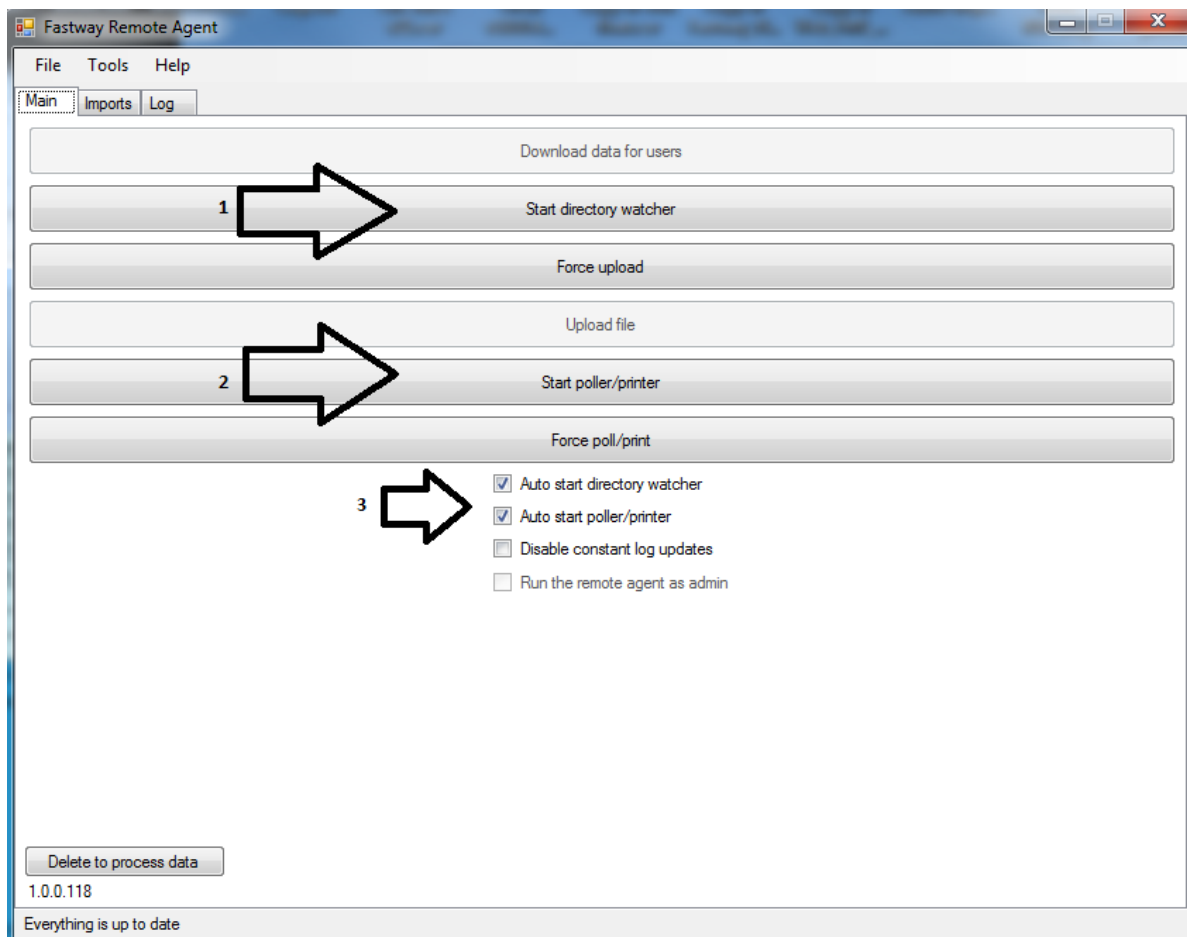
Main remote agent screen

1 start the directory watcher (used for uploading files)

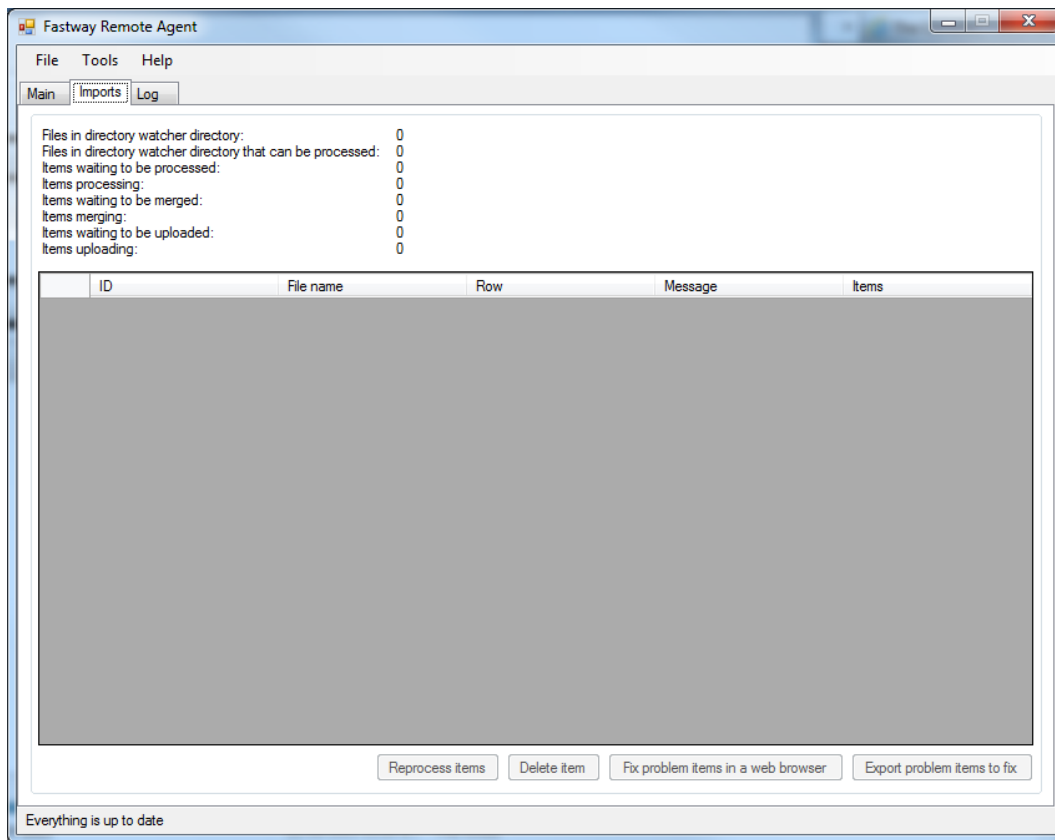
2 Start the poller/printer (used for printing labels)

3 Auto start options for directory watcher and poller

Please note you can use the remote agent in many ways such as an automatic tool for uploading, printing or both.

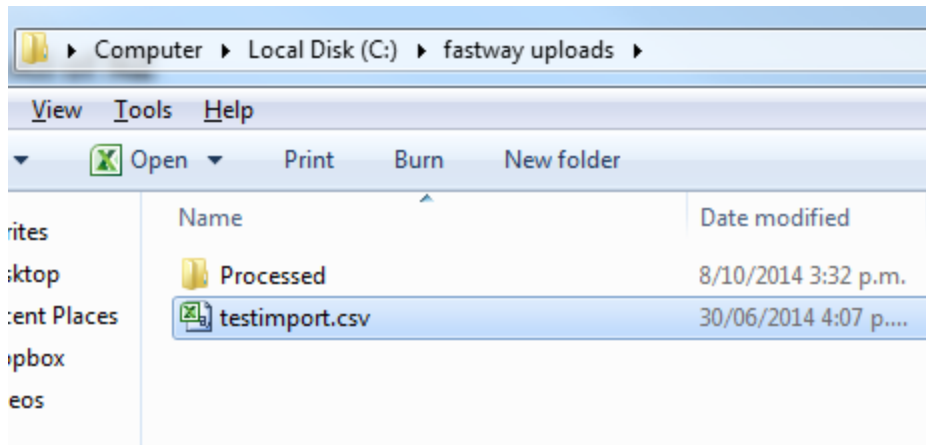


The import screen shows how many imports are being uploaded and waiting to be process, ideally used in big batch jobs.

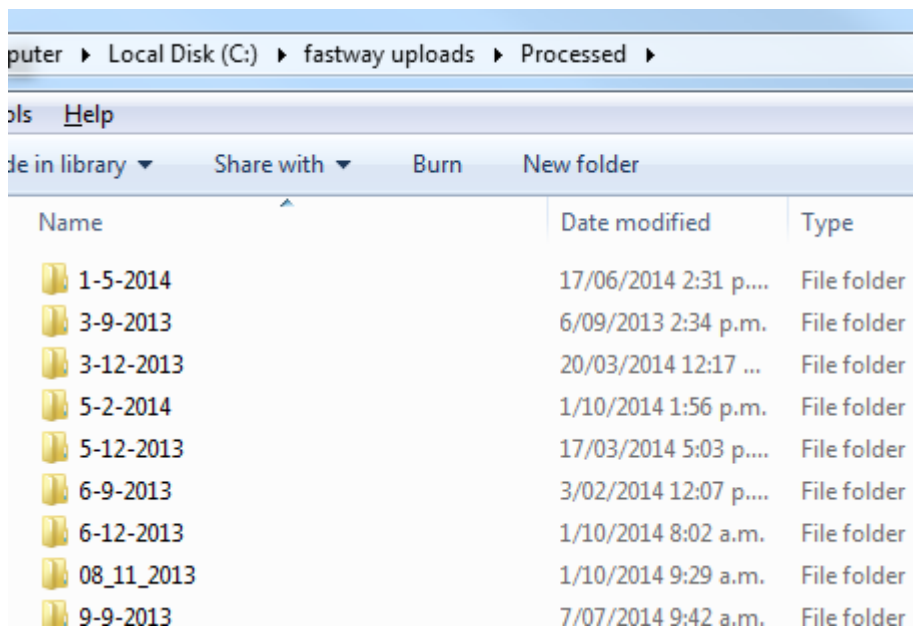


To import a file using remote agent

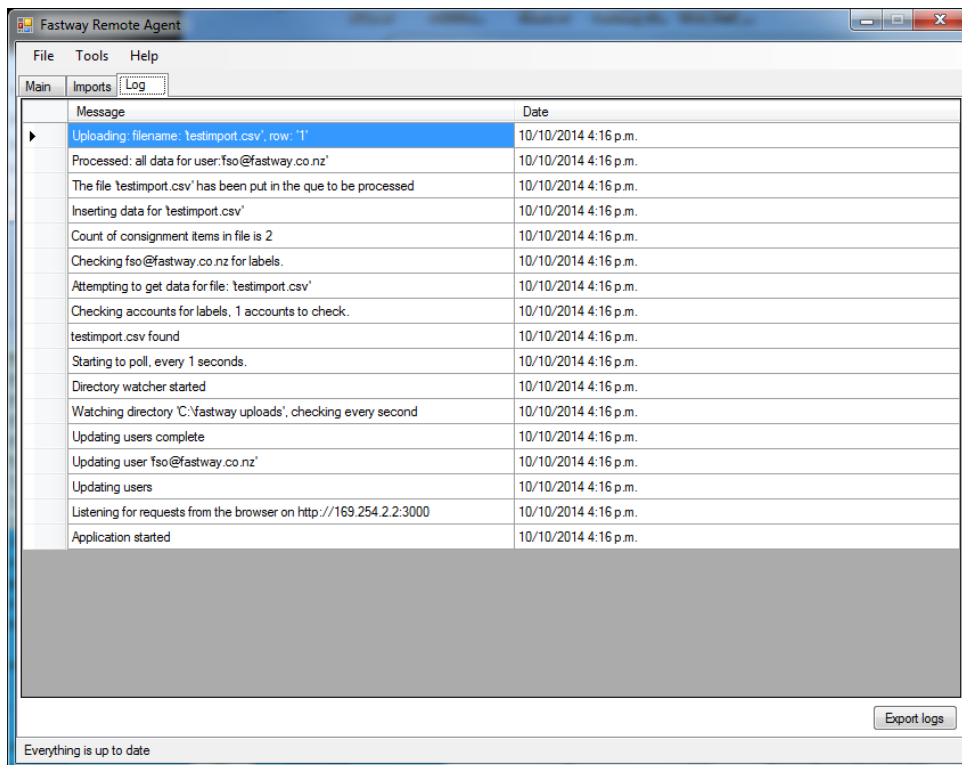
Now paste the file you want to import into the folder you want to upload to Fastway, it needs to go into the root of the import folder, once a file has been imported it will create a processed folder



Once the file has been processed in the remote agent a dated folder will be created and the file will be moved to it.



If you check the logs section of the agent it will show that the uploading the log and printing out as below.






















Imported items after the agent uploaded, note the items in red have failed the upload, all other items will print out automatically if the poller has been turned on.

Imported Consignments [All Items >> Manifests](#)

Filter [Refresh Now](#)

[Print All Labels](#) ** Fix items in red before doing this

Manifest	Connote	Address	Label Details	Weight	
Manifest: 693627 Conlid: 10014950 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	No services available for this Suburb / Postcode	1	 Fix Item  Merge  Delete
Manifest: 693627 Conlid: 10014951 Reference: 8/10/2014 10:58:31 a.m.		Joes Garden Centre 1 main road CHRISTCHURCH, 8011	GQ0000000497 DkGREEN	1	 Print  Edit  Merge  Delete
Manifest: 693627 Conlid: 10014952 Reference: 8/10/2014 10:58:31 a.m.		Joes Gas Station 55 Grove Road Blenheim, 7201	FQ0000941982 RED	1	 Print  Edit  Merge  Delete
Manifest: 693627 Conlid: 10025242 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	FQ0000946621 RED	1	 Print  Edit  Merge  Delete
Manifest: 693627 Conlid: 10025242 Reference: 8/10/2014 10:58:31 a.m.		Joe Bloggs Hardware 250 High Street Napier, 4201	9Q0000165845 RURAL	1	 Print  Edit  Merge  Delete

Benefits

- Complete automation of uploading
- Automation of printing items
- Able to print out to thermal printers
- Able to mass print out on a A4 printer
- Can setup computer with remote agent and printer installed and use other devices to enter the info to print out labels at the despatch point by using the same login as the despatch computer

Printers supported with remote agent

- Sato CG412
- Argox OS-2140d
- A4 network or laserjet printers (using the A4 printing)



Option 3 – Fastlabel API

Features & Benefits

- Option to integrate your website with us so data is pushed to our servers without the need of an import file.
- Generate your own label and automatically print labels either by PDF or thermal printing using our remote agent, you can also print labels from our website.
- Render our data on your website such as track and trace and quoting
- Option to use our fastwaycustomer.com website for managing freight, reprinting, deleting and reporting if required.

Api Documentation

NOTE: Examples below show XML data returned. The API can return JSON. See web documentation for other output styles.

1. API Docs URL: http://api.fastway.org/v2/docs/index.html?api_key=XXXXXXXXX
Where XXXXXXXXX is your API Key
2. Fastway API Key needed
 - a. URL: <http://api.fastway.org/v2/docs/page/GetAPIKey.html>
 - b. To get Dynamic labels, customer must be approved for Dynamic labels by Fastway FSO and Global.

This document is for those customers wishing to print Fastway labels on their own label printer using labels purchased from Fastway and the customer is a FastLabel customer. To become a FastLabel customer please contact your local Fastway Regional Franchise. Contact details for all the Fastway Regional franchises can be found it.

<http://fastway.co.nz/contact-us>

If you are a FastLabel customer and wish to generate your own labels from you own system rather than the FastLabel website (www.fastwaycustomer.com) you can use the Fastway API web service to request label numbers and print the label on your own label printer.

How to call the API.

To request a label the following calls need to be made.

1. Get UserID
2. Create new consignment.
3. Read returned label details from create new consignment call
4. Print label
5. Mark consignment as printed.
6. At the end of the day print the manifest using label numbers from create consignments call.
7. Close Manifest by API call

1. API call to get UserID.


To create a consignment and get a label number a user ID linked to the FatLabel account is required. This call need only be done once and the ID saved.

Example Call:

http://api.fastway.org/v2/fastlabel/listusers.xml?api_key=YourAPIKey

Would return something like this.

```
- <response>
- <result>
- <array>
- <item>
  <LastName>FSO</LastName>
  <UserCreateDate>2011-09-23 03:29:07</UserCreateDate>
  <DefaultMultiBusinessID/>
  <PrinterID>1</PrinterID>
  <UserID>2510</UserID>
  <DefaultCostCenterID/>
  <EmailAddress>it@fastway.com.au</EmailAddress>
  <OnlyShowManifestsFromDefaultMultiBusiness>False</OnlyShowManifestsFromDefaultMultiBusiness>
  <FirstName>Fastway</FirstName>
</item>
</array>
</result>
<generated_in>31ms</generated_in>
</response>
```



In this example the UserID is 2510

2. Create Consignment

Before requesting to create a consignment you will need to make sure the parcel meets the Fastway weight and cubic weight rules.

Fastway will pick up and deliver parcels with dead weights up to 25kg and cubic weights of up to 40Kg.

For Local and short haul consignments the base label covers 25Kgs

For road consignments the base label covers the first 5Kgs and an excess label is required for each subsequent 5Kgs or part there of up to 25Kgs.

The general rule is that local labels are for deliveries in the local delivery area of the pickup franchise. Short haul labels are from the pickup regional franchise to the next geographically located franchise. Road labels are for all other deliveries.

Eg local labels for the Sydney pickup franchise are for the metropolitan area of Sydney.

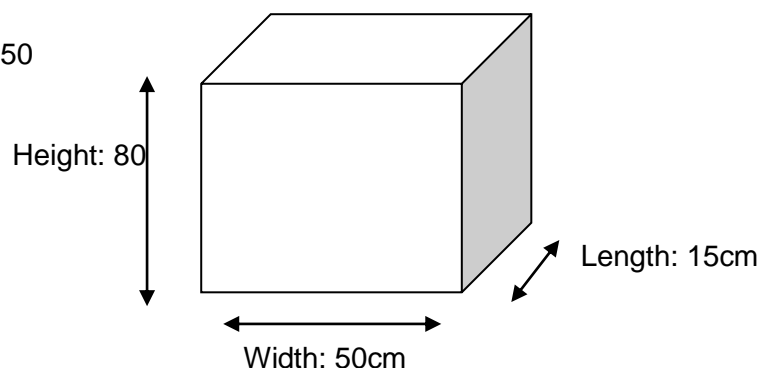
Short haul labels for the Sydney pick up franchise going to Wollongong or Newcastle.

Road labels for Sydney pickup franchise for all other destinations eg. Melbourne or Brisbane.

Cubing Guide:

Parcels are charged at the cubic weight, or dead weight, whichever is greater. The cubic conversion rate is 250kg per cubic metre. You can calculate the cubic weight of a parcel by following these simple instructions.

Cubic Weight = $H \times W \times L \times 250$



1. Convert Measurements to metres.
For example: $H = 80\text{cm} = .8\text{m}$, $W = 50\text{cm} = .5\text{m}$, $L = 15\text{cm} = .15\text{m}$
2. Multiply the length x width x height x cubic conversion (250) to get cubic weight.
 $(H) 0.8\text{m} \times (W) 0.5\text{m} \times (L) 0.15 \times 250 = 15\text{kg}$
3. If the actual weight of this parcel was 5 kilograms and the cubic weight is 15 kilograms, the greater weight of 15 kilograms is used
4. The maximum cubic weight should not exceed 40Kgs

Maximum length of parcel must **NOT** exceed 2m

Maximum height of parcel must **NOT** exceed 1m

The create consignment call requires the weight to be entered into the API call. However the maximum weight that can be entered into the API call is 25Kgs. So if the cubic conversion exceeds 25Kgs then multiple calls for the same consignment need to be made.

Examples:

Parcel weight	Cubic weight	Call1	Call2	Reason
5Kgs	20Kgs	20kgs	No Call2	Use greater value either dead or cubed
5Kgs label.	40Kgs	25Kgs	15Kgs	First 25Kgs on first label remaining 15Kgs on 2 nd
25Kgs	35Kgs	25Kgs	10Kgs	Use greater value either dead or cubed
5Kgs	1Kg	5Kgs	No Call2	Use greater value either dead or cubed

Requesting Label from API.

Below are the parameters needed to call the API to request a new consignment and to get the label for that consignment.

FastLabel Add Consignment

Descripton:

Adds a consignment to the specified manifest. This call may return an error if you supply unknown address information and the manifest's AutoImport flag is false.

Parameters:

ManifestID - Optional. The ID of a manifest (from [List Manifests](#)) to add the consignment to. If omitted, defaults to the manifest that would be returned from [Get Open Manifest](#).

CostCenterID - Optional. The ID (from [List Cost Centers](#)) of a cost center to log this consignment against.

UserID - A UserID from the [List Users](#) method.

Receiver Details:

AccountNo - Optional. Your unique reference for this customer.

ContactName - Optional. The contact name of someone at the receivers company.

CompanyName - The name of the receiving company.

Address1 - Receiver address line 1.

Address2 - Optional. Receiver address line 2.

Suburb - Receiver suburb.

Postcode - Receiver postcode.

Note: - The Suburb/Postcode combination must match our Price Service Calculator. See [List Delivery Suburbs](#) for a list.

Contact Details:

ContactEmail - Optional. The Email Address of the contact.

ContactPhone - Optional. The Phone Number of the contact.

ContactMobile - Optional. The Mobile Number of the contact.

Special Instructions:

SpecialInstruction1 - Optional. The first Special Instruction line.

SpecialInstruction2 - Optional. The second Special Instruction line.

SpecialInstruction3 - Optional. The third Special Instruction line.

Consignment Items:

Items - Mandatory to have at least one item. Items have 3 properties:

Reference - Optional. Your own item reference.

Quantity - Quantity of the same item.

Weight - Weight in kg. Items cannot have a weight > 25kg.

Items are specified using parameters named as follows:

Items[0].Reference

Items[0].Quantity

Items[0].Weight

Items[1].Reference

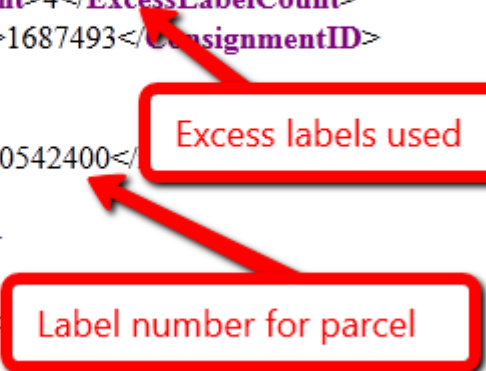
Items[1].Quantity

Items[1].Weight

(...etc for as many items as you have).

Returns: (in XML in this example)

```
-<response>
  -<result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687493</ConsignmentID>
    -<LabelNumbers>
      -<array>
        <item>SZ0000542400</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>1000
</response>
```



Example:

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=XXXX&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=melbourne&Postcode=3000&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=XXXX&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=melbourne&Postcode=3000&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Where XXXX is the user ID.

Example1

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 20Kgs Kellyville NSW

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=20&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=20&Items[0].Quantity=1&api_key=YourAPIKey)

Would return

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>5.35</CostExGst>
    <CostMarkupExGst>5.35</CostMarkupExGst>
    <ExcessLabelCount>0</ExcessLabelCount>
    <ConsignmentID>1687581</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>1Z0000660603</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>1609ms</generated_in>
</response>
```

Example2

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 35Kgs Kellyville NSW

Because the cubic weight is 35Kgs we will need to make 2 label calls. The first call for the first 25Kgs and a second call for the remaining 10Kgs.

Call 1: Weight parameter = 25

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Call 2: Weight parameter = 10

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=10&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=10&Items[0].Quantity=1&api_key=YourAPIKey)

Each call will return a label number and possibly excess labels needed.

Example 3:

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 14Kgs Melbourne Vic

The greater weight is used; in this case the cubic weight is the greater at 15Kgs. As this is below the 25Kg limit then only 1 call is required.

Call : Weight parameter = 14

api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test
Company&Address1=Test Address
1&Suburb=Melbourne&Postcode=3000&Items[0].Weight=14&Items[0].Quantity=1&api_key=
YourAPIKey

Because this consignment is a road label (Sydney to Melbourne) the base label covers the first 5Kgs and for each 5Kgs or part thereof requires an excess label. 2 in this example.

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>17.45</CostExGst>
    <CostMarkupExGst>17.45</CostMarkupExGst>
    <ExcessLabelCount>2</ExcessLabelCount>
    <ConsignmentID>1687607</ConsignmentID>
    - <LabelNumbers>
      - <array>
        <item>SZ0000542394</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>812ms</generated_in>
</response>
```

Example 4:

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

25Kgs 40Kgs Melbourne Vic

The greater weight is used; in this case the cubic weight is the greater at 40Kgs. As this is above the the 25Kg limit then 2 calls are required.

Call1 : Weight parameter = 25

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Call2 : Weight parameter = 15 (to make up the total cubic weight of 40Kgs)

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items\[0\].Weight=15&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items[0].Weight=15&Items[0].Quantity=1&api_key=YourAPIKey)

Because this consignment is a road label (Sydney to Melbourne) the base label covers the first 5Kgs and for each 5Kgs or part thereof requires an excess label, 6 in this example. 4 excess labels from call1 and 2 excess labels from call2.

Response from call1:

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687631</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>SZ0000542396</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>1140ms</generated_in>
</response>
```

Response from Call2:

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>17.45</CostExGst>
    <CostMarkupExGst>17.45</CostMarkupExGst>
    <ExcessLabelCount>2</ExcessLabelCount>
    <ConsignmentID>1687639</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>SZ0000542397</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>655ms</generated_in>
</response>
```

3. Read Label number from response.

As shown in the above examples the API will return with the label number and a quantity of excess labels.

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687631</ConsignmentID>
    - <LabelNumbers>
      - <array>
        <item>SZ0000542396</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>1140ms</generated_in>
</response>
```

This information is used to create the printed label.

Example of when postcode and or suburb are incorrectly matched. Eg spelling.

```
- <response>
  <error>Invalid postcode/suburb</error>
  <generated_in>31ms</generated_in>
</response>
```

4. Print the label

Label Specifications:

Fastway Red

To: Company Name
Address 1
Address 2
Melbourne, 3000

Contact Name: Contact Name
Contact Phone: 0212345678 Contact Mobile: 0431234567

From: Fso Test Account
Level 9, 491 Kent Street

Sydney

Cont: Special Instructions 1
Special Instructions 2
Special Instructions 3

Ref: Reference No
TOTAL WGHT 25_{KG}

12/04/2013
1 Of 2



1. Trace barcode. Code 128 with label number no suffix.
2. 2D barcode. Datamatrix. Parameters below.
3. Delivery barcode. Code 128 with label number plus 'D' suffix.

2D barcode specifications:

Barcode Type: Data Matrix

Data specs for 2 barcode:

Company Name|Building Name|**Address 1**|Address
2|**Suburb/Town**|County|**PostCode**|Phone|Comment|Recipient name

The above label example 2D barcode has the following data.

Australian Couriers Pty Ltd||L9 491 Kent Street||SYDNEY||2000|||



There are 10 Fields the fields is **RED** are mandatory.

```
- <fields>
  <field id="1" domain=" Company " name="Company" alias1="Company Name" alias2=""
length="35" />
  <field id="2" domain=" BuildingName " name="BuildingName" alias1=" BuildingName "
alias2="" length="10" />
  <field id="3" domain=" Street1 " name="Street1" alias1="Street 1" alias2="" length="20" />
  <field id="4" domain=" Street2 " name="Street2" alias1="Street 2" alias2="" length="20" />
  <field id="5" domain=" Town " name="Town" alias1="Suburb / Town" alias2=""
length="20" />
  <field id="6" domain=" County " name="County" alias1="County" alias2="" length="20"
/>
  <field id="7" domain=" Postcode " name="Postcode" alias1="Postcode" alias2=""
length="15" />
  <field id="8" domain=" Phone " name="Phone" alias1="Phone" alias2="" length="20" />
  <field id="9" domain=" Comment " name="Comment" alias1="Comment" alias2=""
length="100" />
  <field id="10" domain=" RecipientName " name="RecipientName" alias1="Recipient
Name" alias2="" length="25" />
</fields>
```

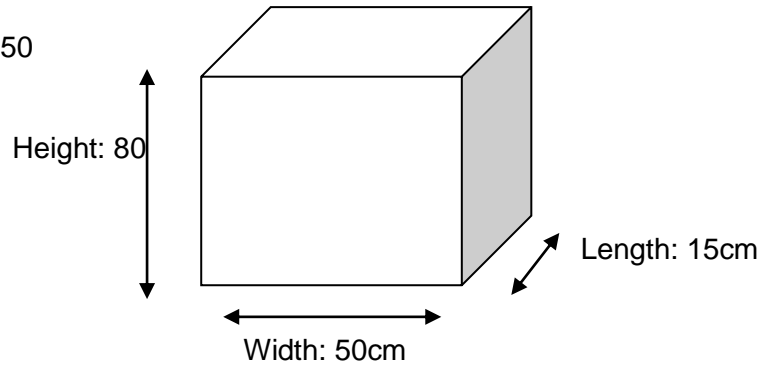
The following fields are compulsory.

1. Company Name. **NOTE if there is no company name then use Recipient Name.**
3. Street
5. Town
7. Postcode

Cubing Guide:

Courier parcels are charged at the cubic weight, or dead weight, whichever is greater. The cubic conversion rate is 250kg per cubic metre. You can calculate the cubic weight of a parcel by following these simple instructions.

$$\text{Cubic Weight} = H \times W \times L \times 250$$



5. Convert Measurements to metres.
For example: H = 80cm = .8m, W = 50cm = .5m, L = 15cm = .15m
6. Multiply the length x width x height x cubic conversion (250) to get cubic weight.
(H) 0.8m x (W) 0.5m x (L) 0.15 x 250 = 15kg
7. If the actual weight of this parcel was 5 kilograms and the cubic weight is 15 kilograms, the greater weight of 15 kilograms is used
8. The maximum cubic weight should not exceed 25Kgs

Maximum length of parcel must **NOT** exceed 2m

5. Mark Label as Printed


Once the label has been printed a call to the API to indicate the label has been printed by your system must be called.

API Call:

[http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=YYYYYY
YY&api_key==YourAPIKey](http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=YYYYYY&api_key==YourAPIKey)

Where YYYYYY is the ConsignmentID. The ConsignmentID is returned from the Addconsignment API call see example below.

```
- <response>
  - <result>
    <ManifestID>148288</ManifestID>
    <CostExGst>27.94</CostExGst>
    <CostMarkupExGst>27.94</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1757457</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>OD0000001100</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>7172ms</generated_in>
</response>
```



E.G.

[http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=1757714&api_k
ey=Your_APIKey](http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=1757714&api_key=Your_APIKey)

Returns

```
{"result":true,"generated_in":"125ms"}
```

6: Print the Manifest at end of day before courier picks up parcels.

Manifest specifications:

The courier must be handed a manifest of all items they are to pickup. This document has the 'P' pickup barcode printed on it and is required by the courier to scan.

It does not matter if there is 1 parcel or 100 parcels, a manifest is to be printed and given to the driver. A second copy can be printed for the customer that the driver signs to indicate they have taken the parcel. Note the manifest can be downloaded from the CloseManifest call.

Must be printed











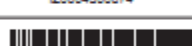
fastway couriers

Run Sheet

Run Sheet No: 1/1

Date: 30/10/2014 2:30:00 p.m

Courier Franchise: _____ Vehicle No: _____

From	To	No. Pkgs	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Isatoo 32avia MELBOURNE, 3000	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Head & Home 37 Market Street FREMANTLE, 6160	3	  
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Gedko Effect, The 135 Russell Hwy, PO BOX 1452 MARGARET RIVER, 6285	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Billa & Rose 30 Market Street FREMANTLE, 6160	2	 
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Hilzeest Down South Surf Shop Shop 1, 85 Queen Street SUSSELTON, 6280	2	 
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Account No: Act no 123 Araze Services 80 Windsor Rd KELLYVILLE, 2155	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Araze Services 80 Windsor Rd KELLYVILLE, 2155	1	

Delivery address

Consignment qty

Pickup barcodes

Parcel Total: 11

Total parcels

Run Sheet No: 1/1

7: Close Manifest

Example Call:

http://api.fastway.org/v2/fastlabel/closemanifest/165652/2510?api_key=API_Key

Format of call:

http://api.fastway.org/v2/fastlabel/closemanifest/ManifestID/UserID?api_key=API_Key


Where ManifestID is the manifest ID returned from the addconsignment call. This also can be retrieved by calling the listmanifests API

call http://api.fastway.org/v2/fastlabel/listmanifests?Type=open&api_key=API_key

UserID is the User ID found in section 1 of this document.

Response:

```
-<response>
  -<result>
    -<pdf>
      http://cw.api.fastway.org/FastLabel_Manifest_print.aspx?ID=165652&CustomerUserID=2510&Stream=true
    </pdf>
    <Closed>True</Closed>
  </result>
  <generated_in>31ms</generated_in>
</response>
```



The manifest can be downloaded in PDF format and printed.



Option 4 – Dynamic labels API

Features & Benefits

- Option to integrate your website with us so data is pushed to our servers without the need of an import file.
- Generate your own label format and print labels through your site, you build the front end and we have the back end.
- Render our data on your website such as track and trace and quoting
- Option to use our fastwaycustomer.com website for managing freight, reprinting, deleting and reporting if required.
- Automatic printing if required using remote agent.
- Automatic collection requests for pickup jobs

Api Documentation

NOTE: Examples below show XML data returned. The API can return JSON. See web documentation for other output styles.

1. API Docs URL: http://api.fastway.org/v2/docs/index.html?api_key=XXXXXXXX
Where XXXXXXXX is your API Key
- 2 Fastway API Key needed
 - c. URL: <http://api.fastway.org/v2/docs/page/GetAPIKey.html>
 - d. To get Dynamic labels, customer must be approved for Dynamic labels by Fastway FSO and Global.

This document is for those customers wishing to print Fastway labels on their own label printer using labels purchased from Fastway and the customer is a FastLabel customer. To become a FastLabel customer please contact your local Fastway Regional Franchise. Contact details for all the Fastway Regional franchises can be found it.
<http://fastway.co.nz/contact-us>

If you are a FastLabel customer and wish to generate your own labels from you own system rather than the FastLabel website (www.fastwaycustomer.com) you can use the Fastway API web service to request label numbers and print the label on your own label printer.

How to call the API.

To request a label the following calls need to be made.

- 1- Get UserID
- 2- Create new consignment.
- 3- Read returned label details from create new consignment call
- 4- Print label
- 5- Mark consignment as printed.
- 6- At the end of the day print the manifest using label numbers from create consignments call.
- 7- Close Manifest by API call

- 1- API call to get UserID.


To create a consignment and get a label number a user ID linked to the FatLabel account is required. This call need only be done once and the ID saved.

Example Call:

http://api.fastway.org/v2/fastlabel/listusers.xml?api_key=YourAPIKey

Would return something like this.

```
- <response>
- <result>
- <array>
- <item>
  <LastName>FSO</LastName>
  <UserCreateDate>2011-09-23 03:29:07</UserCreateDate>
  <DefaultMultiBusinessID/>
  <PrinterID>1</PrinterID>
  <UserID>2510</UserID>
  <DefaultCostCenterID/>
  <EmailAddress>it@fastway.com.au</EmailAddress>
  <OnlyShowManifestsFromDefaultMultiBusiness>False</OnlyShowManifestsFromDefaultMultiBusiness>
  <FirstName>Fastway</FirstName>
</item>
</array>
</result>
<generated_in>31ms</generated_in>
</response>
```



In this example the UserID is 2510

2- Create Consignment

Before requesting to create a consignment you will need to make sure the parcel meets the Fastway weight and cubic weight rules.

Fastway will pick up and deliver parcels with dead weights up to 25kg and cubic weights of up to 40Kg.

For Local and short haul consignments the base label covers 25Kgs

For road consignments the base label covers the first 5Kgs and an excess label is required for each subsequent 5Kgs or part there of up to 25Kgs.

The general rule is that local labels are for deliveries in the local delivery area of the pickup franchise. Short haul labels are from the pickup regional franchise to the next geographically located franchise. Road labels are for all other deliveries.

Eg local labels for the Sydney pickup franchise are for the metropolitan area of Sydney.

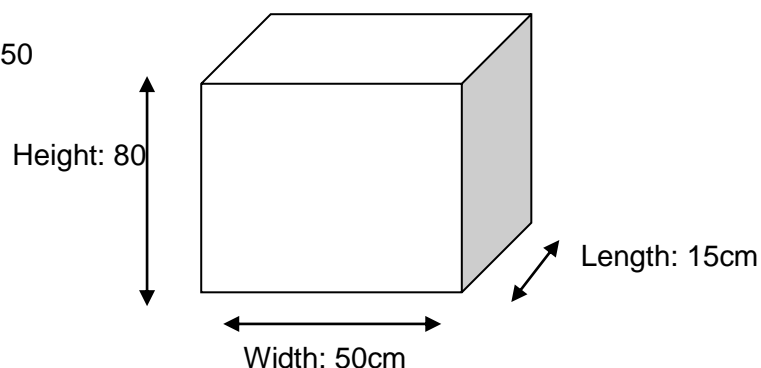
Short haul labels for the Sydney pick up franchise going to Wollongong or Newcastle.

Road labels for Sydney pickup franchise for all other destinations eg. Melbourne or Brisbane.

Cubing Guide:

Parcels are charged at the cubic weight, or dead weight, whichever is greater. The cubic conversion rate is 250kg per cubic metre. You can calculate the cubic weight of a parcel by following these simple instructions.

Cubic Weight = $H \times W \times L \times 250$



1. Convert Measurements to metres.
For example: $H = 80\text{cm} = .8\text{m}$, $W = 50\text{cm} = .5\text{m}$, $L = 15\text{cm} = .15\text{m}$
2. Multiply the length x width x height x cubic conversion (250) to get cubic weight.
 $(H) 0.8\text{m} \times (W) 0.5\text{m} \times (L) 0.15 \times 250 = 15\text{kg}$
3. If the actual weight of this parcel was 5 kilograms and the cubic weight is 15 kilograms, the greater weight of 15 kilograms is used
4. The maximum cubic weight should not exceed 40Kgs

Maximum length of parcel must **NOT** exceed 2m

Maximum height of parcel must **NOT** exceed 1m

The create consignment call requires the weight to be entered into the API call. However the maximum weight that can be entered into the API call is 25Kgs. So if the cubic conversion exceeds 25Kgs then multiple calls for the same consignment need to be made.

Examples:

Parcel weight	Cubic weight	Call1	Call2	Reason
5Kgs	20Kgs	20kgs	No Call2	Use greater value either dead or cubed
5Kgs label.	40Kgs	25Kgs	15Kgs	First 25Kgs on first label remaining 15Kgs on 2 nd
25Kgs	35Kgs	25Kgs	10Kgs	Use greater value either dead or cubed
5Kgs	1Kg	5Kgs	No Call2	Use greater value either dead or cubed

Requesting Label from API.

Below are the parameters needed to call the API to request a new consignment and to get the label for that consignment.

FastLabel Add Consignment

Descripton:

Adds a consignment to the specified manifest. This call may return an error if you supply unknown address information and the manifest's AutoImport flag is false.

Parameters:

ManifestID - Optional. The ID of a manifest (from [List Manifests](#)) to add the consignment to. If omitted, defaults to the manifest that would be returned from [Get Open Manifest](#).

CostCenterID - Optional. The ID (from [List Cost Centers](#)) of a cost center to log this consignment against.

UserID - A UserID from the [List Users](#) method.

Receiver Details:

AccountNo - Optional. Your unique reference for this customer.

ContactName - Optional. The contact name of someone at the receivers company.

CompanyName - The name of the receiving company.

Address1 - Receiver address line 1.

Address2 - Optional. Receiver address line 2.

Suburb - Receiver suburb.

Postcode - Receiver postcode.

Note: - The Suburb/Postcode combination must match our Price Service Calculator. See [List Delivery Suburbs](#) for a list.

Contact Details:

ContactEmail - Optional. The Email Address of the contact.

ContactPhone - Optional. The Phone Number of the contact.

ContactMobile - Optional. The Mobile Number of the contact.

Special Instructions:

SpecialInstruction1 - Optional. The first Special Instruction line.

SpecialInstruction2 - Optional. The second Special Instruction line.

SpecialInstruction3 - Optional. The third Special Instruction line.

Consignment Items:

Items - Mandatory to have at least one item. Items have 3 properties:

Reference - Optional. Your own item reference.

Quantity - Quantity of the same item.

Weight - Weight in kg. Items cannot have a weight > 25kg.

Items are specified using parameters named as follows:

Items[0].Reference

Items[0].Quantity

Items[0].Weight

Items[1].Reference

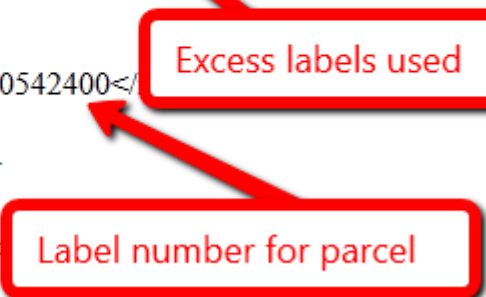
Items[1].Quantity

Items[1].Weight

(...etc for as many items as you have).

Returns: (in XML in this example)

```
-<response>
  -<result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687493</ConsignmentID>
    -<LabelNumbers>
      -<array>
        <item>SZ0000542400</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>1000
</response>
```



Example:

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=XXXX&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=melbourne&Postcode=3000&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=XXXX&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=melbourne&Postcode=3000&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Where XXXX is the user ID.

Example1

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 20Kgs Kellyville NSW

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=20&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=20&Items[0].Quantity=1&api_key=YourAPIKey)

Would return

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>5.35</CostExGst>
    <CostMarkupExGst>5.35</CostMarkupExGst>
    <ExcessLabelCount>0</ExcessLabelCount>
    <ConsignmentID>1687581</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>1Z0000660603</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>1609ms</generated_in>
</response>
```

Example2

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 35Kgs Kellyville NSW

Because the cubic weight is 35Kgs we will need to make 2 label calls. The first call for the first 25Kgs and a second call for the remaining 10Kgs.

Call 1: Weight parameter = 25

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Call 2: Weight parameter = 10

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items\[0\].Weight=10&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Kellyville&Postcode=2155&Items[0].Weight=10&Items[0].Quantity=1&api_key=YourAPIKey)

Each call will return a label number and possibly excess labels needed.

Example 3:

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

5Kgs 14Kgs Melbourne Vic

The greater weight is used; in this case the cubic weight is the greater at 15Kgs. As this is below the 25Kg limit then only 1 call is required.

Call : Weight parameter = 14

api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test
Company&Address1=Test Address
1&Suburb=Melbourne&Postcode=3000&Items[0].Weight=14&Items[0].Quantity=1&api_key=
YourAPIKey

Because this consignment is a road label (Sydney to Melbourne) the base label covers the first 5Kgs and for each 5Kgs or part thereof requires an excess label. 2 in this example.

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>17.45</CostExGst>
    <CostMarkupExGst>17.45</CostMarkupExGst>
    <ExcessLabelCount>2</ExcessLabelCount>
    <ConsignmentID>1687607</ConsignmentID>
    - <LabelNumbers>
      - <array>
        <item>SZ0000542394</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>812ms</generated_in>
</response>
```

Example 4:

Parcel shipped from local Regional Franchise linked to FastLabel account. In this example the Sydney regional franchise.

Parcel weight Cubic weight Destination

25Kgs 40Kgs Melbourne Vic

The greater weight is used; in this case the cubic weight is the greater at 40Kgs. As this is above the the 25Kg limit then 2 calls are required.

Call1 : Weight parameter = 25

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items\[0\].Weight=25&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items[0].Weight=25&Items[0].Quantity=1&api_key=YourAPIKey)

Call2 : Weight parameter = 15 (to make up the total cubic weight of 40Kgs)

[http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items\[0\].Weight=15&Items\[0\].Quantity=1&api_key=YourAPIKey](http://api.fastway.org/v2/fastlabel/addconsignment.xml?UserID=2510&CompanyName=Test%20Company&Address1=Test%20Address%201&Suburb=Melbourne&Postcode=3000&Items[0].Weight=15&Items[0].Quantity=1&api_key=YourAPIKey)

Because this consignment is a road label (Sydney to Melbourne) the base label covers the first 5Kgs and for each 5Kgs or part thereof requires an excess label, 6 in this example. 4 excess labels from call1 and 2 excess labels from call2.

Response from call1:

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687631</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>SZ0000542396</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>1140ms</generated_in>
</response>
```

Response from Call2:

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>17.45</CostExGst>
    <CostMarkupExGst>17.45</CostMarkupExGst>
    <ExcessLabelCount>2</ExcessLabelCount>
    <ConsignmentID>1687639</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>SZ0000542397</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>655ms</generated_in>
</response>
```

5. Read Label number from response.

As shown in the above examples the API will return with the label number and a quantity of excess labels.

```
- <response>
  - <result>
    <ManifestID>140941</ManifestID>
    <CostExGst>24.95</CostExGst>
    <CostMarkupExGst>24.95</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1687631</ConsignmentID>
    - <LabelNumbers>
      - <array>
        <item>SZ0000542396</item>
      </array>
    </LabelNumbers>
  </result>
  <generated_in>1140ms</generated_in>
</response>
```

This information is used to create the printed label.





Example of when postcode and or suburb are incorrectly matched. Eg spelling.

```
- <response>
  <error>Invalid postcode/suburb</error>
  <generated_in>31ms</generated_in>
</response>
```

6. Print the label

Label Specifications:

Labels are preferably to be printed on 6X4 inch thermal labels but can be printed on A4 laser paper.

Fastway Red	1	3	Dest RF: MEL
To: Company Name		2	4
Address 1			
Address 2		FZ0002558821	
Melbourne, 3000			5
Contact Name: Contact Name		Pickup	
Contact Phone: 0212345678 Contact Mobile: 0431234567			6
From: Fso Test Account			
Level 9, 491 Kent Street			
Sydney			
Cont: Special Instructions 1		Delivery	
Special Instructions 2			7
Special Instructions 3		FZ0002558821	
Ref: Reference No	12/04/2013		
TOTAL WGHT 25_{KG}	1 Of 2	8	

4. Fastway Label Colour
5. Fastway Base label number
6. Destination RF Code
7. Trace barcode. Code 128 . Base Label number no suffix.
8. 2D barcode. Datamatrix. Parameters below.
9. Pick Up barcode. Code 128 . Base Label number with 'P' suffix.
10. Delivery barcode. Code 128 with label number plus 'D' suffix.
11. Number of labels

Fastway Excess

Dest RF: MEL

To: Company Name

Address 1

Address 2

Melbourne, 3000

Contact Name: Contact Name

Contact Phone: 0212345678 Contact Mobile: 0431234567

From: Fso Test Account

Level 9, 491 Kent Street

Sydney

Cont: Special Instructions 1

Special Instructions 2

Special Instructions 3

Ref: Reference No

TOTAL WGHT 25_{KG}

12/04/2013

2 Of 2

10

Excess Label

4 Labels Used

9

11



9D0000000092P



9D0000000092



9D0000000093P



9D0000000093



9D0000000094P



9D0000000094



9D0000000095P



9D0000000095

12. Excess Labels P barcode. Code128 One with 'P' suffix

13. Number of Excess labels used

14. Excess label Trace barcode Same number as 9 with no suffix

- Note each Excess label has 2 barcodes to be printed P and trace so if 3 excess labels are needed then there will be 6 barcodes.

2D barcode specifications:

Barcode Type: Data Matrix

Data specs for 2 barcode:

Company Name|Building Name|Address 1|Address
2|Suburb/Town|County|PostCode|Phone|Comment|Recipient name

The above label example 2D barcode has the following data.

Australian Couriers Pty Ltd||L9 491 Kent Street||SYDNEY||2000|||



There are 10 Fields the fields is RED are mandatory.

```
- <fields>
  <field id="1" domain=" Company " name="Company" alias1="Company Name" alias2=""
length="35" />
  <field id="2" domain=" BuildingName " name="BuildingName" alias1=" BuildingName "
alias2="" length="10" />
  <field id="3" domain=" Street1" name="Street1" alias1="Street 1" alias2="" length="20" />
  <field id="4" domain=" Street2" name="Street2" alias1="Street 2" alias2="" length="20" />
  <field id="5" domain=" Town " name="Town" alias1="Suburb / Town" alias2=""
length="20" />
  <field id="6" domain=" County " name="County" alias1="County" alias2="" length="20"
/>
  <field id="7" domain=" Postcode " name="Postcode" alias1="Postcode" alias2=""
length="15" />
  <field id="8" domain=" Phone " name="Phone" alias1="Phone" alias2="" length="20" />
  <field id="9" domain=" Comment " name="Comment" alias1="Comment" alias2=""
length="100" />
  <field id="10" domain=" RecipientName " name="RecipientName" alias1="Recipient
Name" alias2="" length="25" />
</fields>
```

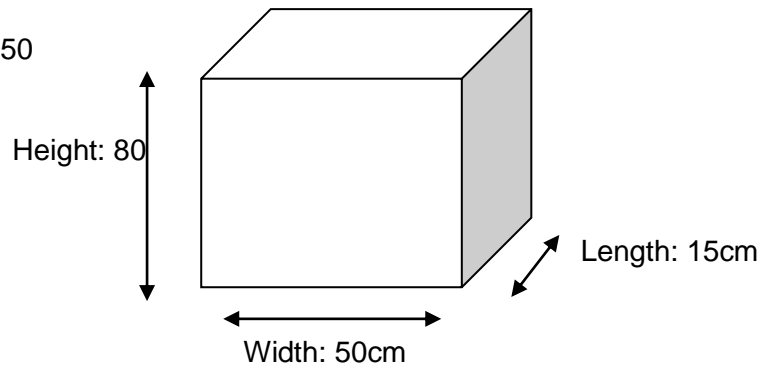
The following fields are compulsory.

1. Company Name. **NOTE if there is no company name then use Recipient Name.**
3. Street
5. Town
7. Postcode

Cubing Guide:

Courier parcels are charged at the cubic weight, or dead weight, whichever is greater. The cubic conversion rate is 250kg per cubic metre. You can calculate the cubic weight of a parcel by following these simple instructions.

$$\text{Cubic Weight} = H \times W \times L \times 250$$



1. Convert Measurements to metres.
For example: $H = 80\text{cm} = .8\text{m}$, $W = 50\text{cm} = .5\text{m}$, $L = 15\text{cm} = .15\text{m}$
2. Multiply the length x width x height x cubic conversion (250) to get cubic weight.
(H) $0.8\text{m} \times (W) 0.5\text{m} \times (L) 0.15 \times 250 = 15\text{kg}$
3. If the actual weight of this parcel was 5 kilograms and the cubic weight is 15 kilograms, the greater weight of 15 kilograms is used
4. The maximum cubic weight should not exceed 25Kgs

Maximum length of parcel must **NOT** exceed 2m

5. Mark Label as Printed


Once the label has been printed a call to the API to indicate the label has been printed by your system must be called.

API Call:

[http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=YYYYYY
YY&api_key==YourAPIKey](http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=YYYYYY&api_key==YourAPIKey)

Where YYYYYY is the ConsignmentID. The ConsignmentID is returned from the Addconsignment API call see example below.

```
- <response>
  - <result>
    <ManifestID>148288</ManifestID>
    <CostExGst>27.94</CostExGst>
    <CostMarkupExGst>27.94</CostMarkupExGst>
    <ExcessLabelCount>4</ExcessLabelCount>
    <ConsignmentID>1757457</ConsignmentID>
  - <LabelNumbers>
    - <array>
      <item>OD00000001100</item>
    </array>
  </LabelNumbers>
</result>
<generated_in>7172ms</generated_in>
</response>
```



E.G.

[http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=1757714&api_k
ey=Your_APIKey](http://api.fastway.org/v2/fastlabel/markconsignmentprinted?ConsignmentID=1757714&api_key=Your_APIKey)

Returns

```
{"result":true,"generated_in":"125ms"}
```

6: Print the Manifest at end of day before courier picks up parcels.

Manifest specifications:

The courier must be handed a manifest of all items they are to pickup. This document has the 'P' pickup barcode printed on it and is required by the courier to scan.

It does not matter if there is 1 parcel or 100 parcels, a manifest is to be printed and given to the driver. A second copy can be printed for the customer that the driver signs to indicate they have taken the parcel.

Must be printed

fastway couriers












Run Sheet

Run Sheet No: 1/1

Date: 30/10/2014 2:30:00 p.m

Courier Franchise: _____ Vehicle No: _____

The liability of Fastway will end when a signature has been obtained upon delivery of the goods. Any damage or loss must be shown when goods are signed for. Received in good order and condition

From	To	No. Pkgs	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	testco 32avia MELBOURNE, 3000	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Head & Home 37 Market Street FREMANTLE, 6160	3	  
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Secko Effect, The 135 Bussell Hwy, PO BOX 1452 MARGARET RIVER, 6285	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Billie & Rose 30 Market Street FREMANTLE, 6160	2	 
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Hillzees Down South Surf Shop Shop 1, 65 Queen Street SUSSELTON, 6280	2	 
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Account No: Act no 123 Arace Services 80 Windsor Rd KELLYVILLE, 2155	1	
FSO Test Account Level 9, 491 Kent Street Sydney, 2000	Arace Services 80 Windsor Rd KELLYVILLE, 2155	1	

Delivery address

Consignment qty

Pickup barcodes

Parcel Total: 11

Total parcels

Run Sheet No: 1/1

7: Close Manifest

Example Call:

http://api.fastway.org/v2/fastlabel/closemanifest/165652/2510?api_key=API_Key

Format of call:

http://api.fastway.org/v2/fastlabel/closemanifest/ManifestID/UserID?api_key=API_Key

Where ManifestID is the manifest ID returned from the addconsignment call. This also can be retrieved by calling the listmanifests API

call http://api.fastway.org/v2/fastlabel/listmanifests?Type=open&api_key=API_key

UserID is the User ID found in section 1 of this document.