GROUPON Goods™ DROP SHIP FTP DOCUMENTATION

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Audience: Merchants / Vendors

Overview
The CommerceInterface (CI) FTP method allows Merchants / vendors to interact with the CI platform via FTP file transfers for orders and shipping tracking.

Frequency of Drops
A vendor can configure their order drop frequency to every 1, 2, 3, or 4 hours. Once the orders have been exported, they will be flagged as exported in CI and these orders will not be included in future exports so it's important to pick up all the available files – rather than just the most recent one.

Frequency of Imports
CI picks up any posted shipping confirmation files or inventory files 30 minutes after every hour.

Directory Structure
Files intended for Merchants / Vendors to import and process such as orders will be placed in the /in/ directory on the FTP server. We recommend that Merchants / Vendors delete the order files on the FTP server once downloaded.

Files intended for CI to import and process such as ship confirmations (ASN, Tracking) should be placed in the /out/shipments/ directory. Once processed, CI will delete posted files.

CI automatically creates a copy of all the order files in the Archive directory (/in/archive/Year/Month). You can pull any old order files from this directory, but note that you are not able to delete any files from this directory.

Order File Structure
Non-exported orders are placed into the /in/ directory in a .CSV file.

FTP Address, Settings & Credentials
Access the FTP at **sftp.commerceinterface.com**. Your Partner Manager will set you up with an FTP and the username and password will be emailed to you directly.

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Web User Interface Access

You may also access the data via web UI at **scm.commerceinterface.com**. When an account is created for your company, a username and password for the UI is also created and emailed to you.

Orders CSV

The Orders CSV is a comma-separated file containing order information for previously non-exported orders. Each line represents a line item so care should be taken when shipping to aggregate orders with the same **groupon_number** into the same shipment whenever possible.

Field Name	Description	Present	Example
fulfillment_line_item_id	Unique item reference	Always	190533342
groupon_number	Groupon order number	Always	170059745
order_date	Day order added to CI	Always	2012-12-06 11:01
merchant_sku_item	The item SKU / EAN / UPC code	Always	UK130829SW01
quantity_requested	Default 1	Always	1
shipment_method_requested	Default BEST	Always	BEST
shipment_address_name	Full name of the order recipient	Always	JOHN SMITH
shipment_address_street	Address Line 1 for the order recipient	Always	1 Swan Lane
shipment_address_street_2	Address Line 2 for the order recipient e.g., Company, Flat #, House #	Always	Groupon
shipment_address_city	City for the order recipient	Always	LONDON
shipment_address_stat	State / County for the order recipient	Sometimes	
shipment_address_postal_code	Postal code for the order recipient	Always (IE sometimes)	EC4R 3TN
shipment_address_country	Country for the order recipient	Not always present	
Gift	false or true, indicating whether order needs to be gift wrapped	Blank initially	
gift_message	330 character max message input by customer for gift recipient	Blank initially	
quantity_shipped	N/A	Blank	
shipment_carrier	N/A	Blank	
shipment_method	N/A	Blank	
shipment_tracking_number	N/A	Blank	
ship_date	N/A	Blank	

groupon_sku	Groupon unique buy option	Always	a0YC000000RjAsKMAV
custom_field_value	Groupon customer purchase code	Blank initially	001008081P
Permalink	Groupon's deal ID	Always	006C000000kuc9kIBB
item_name	The name of the product being sold	Always	BODUM BITRO ELECTRIC HAND MIXER IN RED
vendor_id	Groupon's unique ID for the vendor	Always	251810
salesforce_deal_option_id	Identifies deal option. Please disregard.	Always	a0YC000000RjAsKMAV
groupon_cost	Groupon cost price	Always	15.00
billing_address_name	Full name of the billing address for the customer who placed the order	Always	JOHN SMITH
billing_address_street	Address Line 1 for the billing contact	Always	1 SWAN LANE
billing_address_city	City for the billing contact	Always	LONDON
billing_address_stat	State for the billing contact	Sometimes	
billing_address_postal_code	Postal code for the billing contact	Always (IE sometimes)	EC4R 3TN
billing_address_country	Country for the billing contact	Blank initially	
purchase_order_number	Grupon's purchase order number	Blank initially	
product_weight	Product weight	Blank initially	
product_weight_unit	Unit of measure (e.g. lbs, kg, etc.)	Sometimes	
product_length	Product length	Sometimes	
product_width	Product width	Sometimes	
product_height	Product height	Sometimes	
product_dimension_unit	Units of measure (e.g. in, ft, etc.)	Sometimes	
customer_phone	Delivery telephone number	Sometimes	07799036173
Incoterms	N/A	Blank initially	
hts_code	N/A	Blank initially	
3pl_name	3PL name if order is fulfilled by Groupon	Sometimes	
3pl_warehouse_location	3PL location if order is fulfilled by Groupon	Sometimes	
kitting_details	Not applicable for dropship vendors	Blank initially	

sell_price	The price for which the product was sold for on Groupon Goods	Always	20
deal_opportunity_id	Groupon's deal reference	Always	14067942
shipment_strategy	Identifies whether package needs to be expedited. "Standard" is default. "Expedited" indicates need to use expedited service.	Blank initially	
fulfillment_method	Order fulfilment method	Always	Drop Ship (Supplier small parcel)
country_of_origin	Please disregard	Blank initially	
merchant_permalink	Please disregard	Blank initially	
feature_start_date	Please disregard	Blank initially	
feature_end_date	Please disregard	Blank initially	
bom_sku	Please disregard	Blank initially	

Shipping Confirmation CSV

The ship confirmations (Tracking) CSV file should be returned with the data shown in the field definition table below. Please ensure the field headings match exactly. Please use consignment number by default for "tracking_1".

Field Name	Description	Sample	Required
fulfillment_line_item_id	Groupon's fulfillment_line_item_id you get in the order file	0010146VD3	Mandatory
Carrier	**Drop Shippers or 3PL's** should populate this field with the carrier used to ship the package. Common values include 'FEDEX', 'UPS', and 'USPS'. See approved carrier codes below for US & Canada.	DPD	Mandatory
tracking_1	The tracking number for the shipment	15505432107023S	Mandatory
tracking_2	If the shipment required multiple boxes, additional tracking numbers can be listed in these fields. You can list up to 5 additional tracking numbers.		Optional
tracking_3			
tracking_4			
tracking_5			
tracking_6			
inventory_decrement_date	Date product was shipped by the carrier	01/10/2013	Mandatory

NOTE: If you're automating the shipping confirmation file post to the FTP, we recommend you write the file to include all the tracking headers, so if you ever have a line item with multiple tracking's, then you will be able to simply populate that field with out the need to rewrite the file when you learn that some line items have multiple tracking's and the reason the file is not process correctly, is because you have a shipping file with the minimum/mandatory fields.

Shipping Confirmation Alerts

If CommerceInterface encounters any errors when processing your shipping confirmation data, the system will send you an email from **noreply@commerceinterfce.com** letting you know what file had the errors. We will process all successful line items and notify you of any that contained errors. We will also drop a file with the error line items into the error folder within the shipments directory (**out/shipments/error**).

Auto Archiving

CommerceInterface auto archives all the order FTP order files we drop. **Drop Shippers** can use these archives to re-pull any file they may need. When we drop an order file we also drop a copy of that order file into the **Archive** folder within the **/in** directory. We have an organised folder structure with Archive, where we will separate the files by year and month. Please see the screenshot below for an example of where these files archive files can be found. Note that this **Archive** directory in ONLY read access, which means we allow you to view the files and you can export the file. However, you will not be able to remove to add any files to this directory.
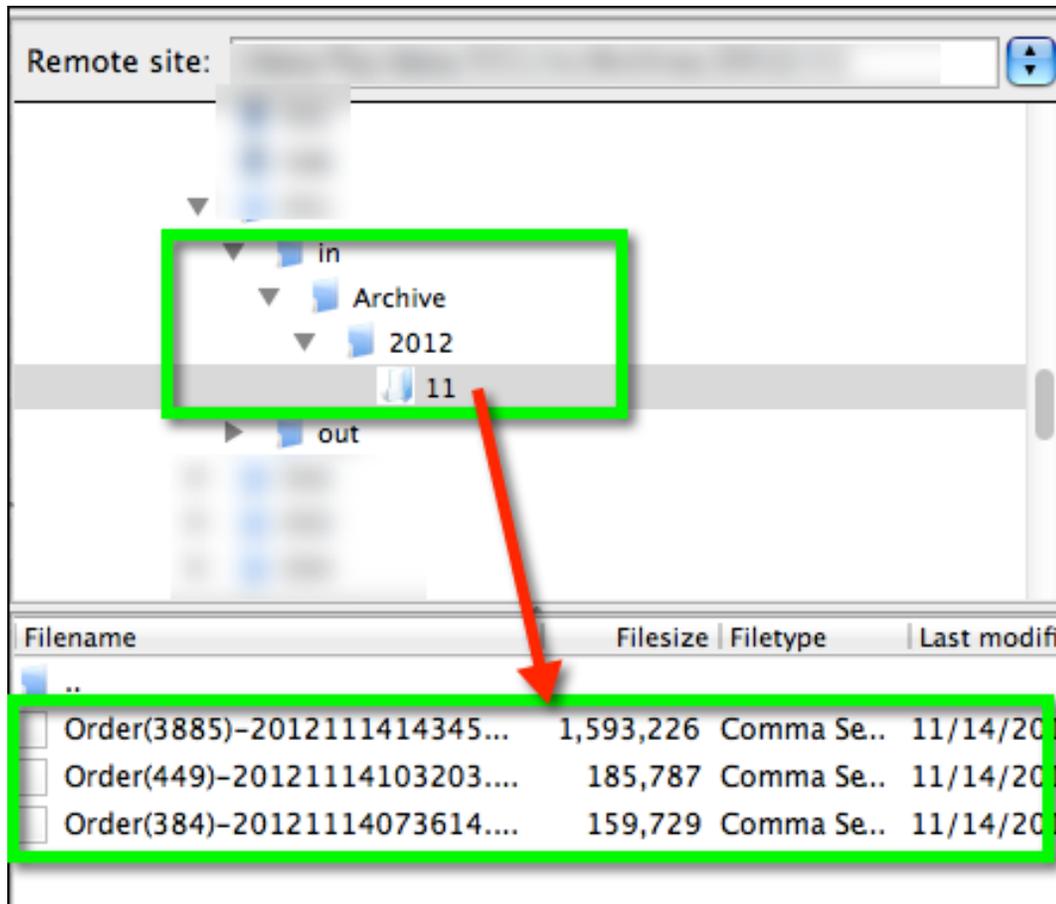
Approved Carrier Codes

When using the Ship Confirmation file, you will need to populate the carrier column with the correct **Carrier Code**. To obtain the list of carrier codes, login to the UI, go to the **Reports** section and export the list of carrier codes for your country.

NOTE: If there is a carrier you use that's not listed here, please contact your Groupon account manager and request that we get this carrier added. It's important that you make this request ahead of time and not the day the shipping confirmations are due. We need at least 2 business days to properly support a new carrier