Seller-Managed Summary Instructions

1 Configure Fulfillment Centers

First, we'll show you how to setup Fulfillment Centers (FCs) for TwoDay delivery. You can either choose to add your own FCs or enroll with our trusted partner, Deliverrr.

2 Map your Items/SKUs

Next, we'll go through mapping your items to your Fulfillment Center(s) using Inventory Feeds.

3 Select your assortment & coverage area

Finally, we'll help you add your assortment and where you want to offer TwoDay delivery.

- **Option 1: Entire Assortment**
  This is the easiest option. Walmart will generate the coverage areas for you based on the locations of your FCs and your chosen carrier’s ground-shipping data.

- **Option 2: Custom Assortment**
  This allows you to utilize the assortment wizard to specify the assortment of items you want to include. Walmart will generate the coverage areas for you.

- **Option 3: Legacy TwoDay**
  You define coverage areas by utilizing Shipping Overrides in the Full Item Spec.

Let’s get started!
Instructions start on the next page.
Step-by-Step Instructions: Seller-Managed

1. Configure Fulfillment Centers
   1. In Seller Center, select the Settings icon in the top navigation and under Shipping Profile, select Fulfilment Center.

2. Select either Add Seller-Managed FC - or - Add Walmart Fulfillment Partner.

Keep going!
Instructions continue on the next page.
Configure Fulfillment Centers (continued)

Option 1: Add a Seller-Managed FC

Seller-Managed FC is a facility that you manage directly and define in Seller Center. Setting it up lets us know its location and which items are housed there.

1. **Fill out your FC details** including a Fulfillment Center Code (more below), name, address, a primary carrier to determine shipping maps, and your time zone.

   **Fulfillment Center Code**
   A set of up to 15 alphanumeric digits defined by you that identifies your facility. If you have multiple FCs, please give each one a unique identifier.

   **Primary Carrier**
   Choose one of the national carriers (USPS, UPS, or FedEx) to determine the shipping map we’ll use for calculations. You can use your preferred carrier when fulfilling orders.

2. **Once you’re finished, click Submit.**

   ![Add Seller Managed Fulfillment Center (FC)](image)

   **Finished adding Seller-Managed FCs?**
   **Click to skip ahead to page 5.**
Configure Fulfillment Centers (continued)

Option 2: Add a Fulfillment Partner

Deliverr is our third-party fulfillment partner for TwoDay delivery. Deliverr makes it easy for you to offer TwoDay delivery if you’re unable to support it yourself.

Learn more about our partnership with Deliverr.

1. To use Deliverr as a TwoDay partner, check the box next to Deliverr and click “Submit.”

2. That’s it! Deliverr will reach out to you for the next steps including mapping your assortment to this FC and working with Walmart teams to enable TwoDay.

Keep going!
Let’s double-check your details.
Configure Fulfillment Centers (continued)

Verify and Edit your Fulfillment Centers

After you add your fulfillment centers, you will see them listed in a table.

1. Review all details for each Fulfillment Center’s to confirm they’re correct.

2. If you need to make changes, select the pencil icon under the “Edit” column.

3. If all looks good, continue to the next page.

## Shipping Profile

<table>
<thead>
<tr>
<th>Fulfillment Centers</th>
<th>Add Seller-Managed FC</th>
<th>Add Walmart Fulfillment Partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>FC1</td>
<td></td>
<td></td>
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<tr>
<td>FC2</td>
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<td>FC3</td>
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<td>FC4</td>
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</tr>
</tbody>
</table>

1. Seller Managed
2. Seller Managed

Congrats, you’ve set up your FCs! Next, let’s map your SKUs.
Map SKUs to Fulfillment Centers

- **WAIT UP TO FOUR HOURS AFTER ADDING NEW FULFILLMENT CENTERS** before mapping SKUs. Mapping SKUs to new FCs too early may cause errors.

- Map inventory you’d like to include in TwoDay Delivery to each Fulfillment Center. This will create the system-generated regions. You can map/update inventory individually in Seller Center, in bulk using the Inventory Spec Sheet, or via API.

**Option 1: Update Individually in Seller Center**

1. In Seller Center, click “Manage Items.”

2. Select an item you’d like to update.

3. Click “Update Inventory.”

4. Enter the inventory count.

5. Select a Fulfillment Center (formerly Ship Node) from the dropdown.

6. Click “Update Inventory” to save your changes.
Map SKUs to Fulfillment Centers

Option 2: Update in Bulk with Spec Sheet

1. In Seller Center, click “Bulk Inventory Updates.”

2. Download the Inventory Spec Sheet and fill out the required information in the Spec Sheet and save the file.

3. Choose the correct shipping node (aka Fulfillment Center) from the dropdown.

4. Upload the Spec Sheet.

5. Click “Submit.”

You’re doing great!

Important information on the next page.
Map SKUs to Fulfillment Centers (continued)

Before you continue! Update Partner Account Inventory.

To account for all of your inventory, you may need to update inventory counts in Seller Center that is mapped ONLY to your partner account. You only need to do this during your first setup for TwoDay delivery.

Inventory update example

You have some 600 t-shirts in your Partner Account, and you have two TwoDay Fulfillment Centers (Texas and Virginia) and a non-TwoDay facility in Ohio. You want to map 200 shirts to each TwoDay Fulfillment Centers, leaving 200 remaining shirts in your Ohio facility.

If you leave your total inventory count (600 t-shirts) mapped to your Partner account and map inventory to each of your TwoDay FCs (400 t-shirts total) you will have a total inventory of 1,000 t-shirts.

To make sure your inventory is correct, you'd update your Partner account inventory total from 600 to 200 t-shirts and then map the TwoDay inventory to the TwoDay FCs.

Need help? Contact Partner Support.
Step-by-Step Instructions: Seller-Managed

3 Select Assortment

Final step is selecting which items you’d like to offer Free TwoDay delivery.

Option 1: Entire Assortment

The easiest option is to include your entire assortment. *Please keep in mind this option means you'll offer all your items for Free TwoDay Delivery!*

Once you select the option, we will generate recommended coverage areas for you based on the locations of your FCs and your primary carrier’s ground-shipping data.

The system-generated coverage you receive lets you get set up quickly, so you feel confident meeting the TwoDay promise.

1. Click “Settings” in Seller Center and click “Shipping.”

2. Click the “Free TwoDay Delivery” tab.

3. Select “My entire assortment.”

Which items will be included in the free TwoDay program?
- My entire assortment
- A custom assortment

System-generated coverage areas for the items you mapped to fulfillment centers (FCs) defined in your Shipping Profile
To determine the coverage areas for each FC in your Shipping Profile, we use the ZIP code and selected carrier's transit map

View Applied Coverage Areas
Walmart applies coverage areas automatically
To override these selections, use Shipping Program Overrides in the Full Item Spec

Optionally, you can define coverage areas for your items that are held outside of the FCs defined in your Shipping Profile
Items in your inventory that do not map to FCs will still be mapped to your Partner ID. This option lets you define the coverage areas for these items to allow for fulfillment by your extended network

Add Extended Network Coverage Areas

Continue!
Click to skip to page 11 for next steps.
Select Assortment (continued)

Option 2: Custom Assortment

Custom Assortment lets you create shipping rules so you can include specific SKUs.

1. Select “A custom assortment.”

2. Click “Add new shipping rule.”

3. Build your rules using item filters:
   You can use more than one filter per rule.

   • Price
     Limit TwoDay products to specific prices.

   • Item Weight
     Limit by the shipping weight of the item.

   • Category/Subcategory
     Select categories to include.
     See full item category list.

4. After you set your rules, click “Save Condition.”

5. Click “Generate Item List From Rule” to create the CSV file. The window will display a button to download the SKUs included in this rule. You can click “Download Item List.”

6. When you’re finished, click “Next Step.”

Continue!
Defining coverage areas are up next.
Defining Coverage Areas

Next, we’ll take a closer look at your coverage areas for your Seller-Managed FCs.

Walmart Defined

1. Click “View Coverage Areas” to see coverage for your existing Seller-Managed FCs.

2. The Walmart recommended coverage areas are system-generated and based on your FC locations and primary carrier (UPS, FedEx, USPS) chosen during setup.

3. Click “Activate Rule” to see status of each rule and its applied regions in a table below.

   - **Success** = SKUs are processed
   - **Processing** = SKUs are still processing
   - **Active** = rule is now live and activated
Select Assortment (continued)

Defining Coverage Areas

(Optional) Extended Network Coverage Areas

This option allows you to include TwoDay eligible items not mapped to a fulfillment center. You will need to select the regions for those items manually.

1. Click “Seller Defined Coverage Area” to display the region coverage maps (Northeast, South, Midwest, West).

2. Toggle the switch to the left of each region map to enable or disable that region. Or to see a granular view of each region, click the arrow to the right of the map.

3. Deselect entire states by clicking the box to the right or deselect individual subregions (white box).

   • Need more information? Download the Walmart TwoDay Region Mapping Reference sheet.

4. Click “Save Coverage Area” to save your customized TwoDay delivery map. You will see a confirmation that your rules have saved.

5. After you finish creating your rules, click “Activate Rule.”

When you edit a rule, you may see what appears to be a “duplicate rule.” This means the original rule made is now inactive, and the system automatically created a new, active version of the rule. This makes it easy for you to revert to the original rule.
Select Assortment (continued)

Exclude SKUs

Need to remove a few SKU from TwoDay? No problem! Here’s how:

1. Click “Exclude” and enter the SKUs you’d like to remove. Limit of 50 SKUs per defined rule.

2. Click “Submit” when you’re finished.

• Using Extended Network facilities or the Legacy TwoDay option? Exclude SKUs using TwoDay Shipping Overrides.

Confirming TwoDay Delivery Setup

As a final step, you can verify your items have been set up for TwoDay delivery.

1. Go to Walmart.com

2. At the top of the screen, change your zip code to a zip code included in TwoDay delivery.

3. Search for one of your TwoDay SKUs that you offer in that zip code.

4. Confirm you see a 2-day shipping tag on your item.

• If you do not see it, double-check your SKU and zip code or contact Partner Support for help.
Opt-Out of Free TwoDay Delivery

You can opt-out of TwoDay Delivery at any time.

1. In Seller Center, click “Settings” and click “Shipping Settings.”

2. Click the “Free TwoDay Delivery” tab.

3. Click “TwoDay Delivery Active” at the top right.

4. Click “Opt-Out of Program.”
   It may take up to 48 hours for your items to be removed from the program.

Nice work!
You’ve finished this guide!
Links from this QuickStart Guide

Partner Support
sellerhelp.walmart.com/s/contact

Free TwoDay Delivery Item Setup Video (10 min)
www.youtube.com/watch?v=_URHfjPQDo

Free TwoDay Delivery: Overview
marketplace.walmart.com/walmart-marketplace-quickstart-2day-shipping-overview/

Set TwoDay Shipping Overrides
sellerhelp.walmart.com/seller/s/guide?article=000009130

TwoDay API Instructions
developer.walmart.com/forums/index.php/whats-coming/new-features-for-2-day

Deliverr Overview
deliverr.com/walmart/

TwoDay Region Mapping Reference Excel Sheet
gecrm.my.salesforce.com/sfc/p/61000000ZKTc/a/4M0000000NPx/nNWymP5ld_mIPAzpPqx4Rwbrq_pVyFMy.ANObCMQo