Customer SKUs

Customers · https://mountainstream.co/docs/how-to-use-customers-own-skus/

A customer may want to see their own SKU's in your packing slips or invoices, making it easy to enter your data to their system.

Either you or your customer may enter their SKUs in the customer item catalog. You may customize packing slip templates to display SKUs and attach the template to the relevant address(es). You may also customize invoice templates and attach it to the relevant customer(s).

Adding the SKU's

1. Go to the Customer’s Item Catalog.

[Screenshot of an item catalogue screen with step-by-step instructions in purple boxes: 1. Go to Customers Item Catalogue, 2. Click Edit, 3. Enter value in SKU field to use customers own SKUs, 4. Save.]

2. Alternatively, import SKUs from Customer List.

[Screenshot of a software interface showing how to use customers' own SKUs: 1) Download template, 2) Select file, 3) Import. A speech bubble offers an alternative via the Gear icon under More > Import > SKU.]

3. Create Packing Slip Templates.

[Screenshot of a web app showing product data in a table. Purple arrows highlight “SKU” and demonstrate how to use customers’ own SKUs to create packing slip templates via navigation menus and settings. A green dropdown and purple instructional text are visible.]

4. Create Invoice Templates.

[Screenshot of an invoice template page with annotated steps: Click FINANCE, select Invoices, then Invoice Templates. See how to use customers' own SKUs by enabling the SKU column via Table Column Visibility. Save and Close settings buttons are highlighted.]

5. Batch attach Packing Slip Template to multiple Addresses.

[Annotated screenshot shows steps to add a Packing Slip column: navigate Gear icon > Batch Edit > Customer Addresses, display Packing Slip column, attach template, and click Save. Also explains how to use customers' own SKUs in your packing slips.]

6. Batch attach Invoice Templates to multiple Customers.

[A software dashboard showing a dropdown for Customer Settings, a highlighted “Invoice Pdf temp” field, and “USA” entries. Steps are numbered, with “Save” and “Add New Cust” buttons—plus tips on how to use customers’ own SKUs.]

Get Started