

How to start working

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- [OT Box settings](#)
 - [Delivery](#)
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 - [If "Instance configuration" tab is missing?](#)
 - [Set external delivery](#)
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Registration on partner's site

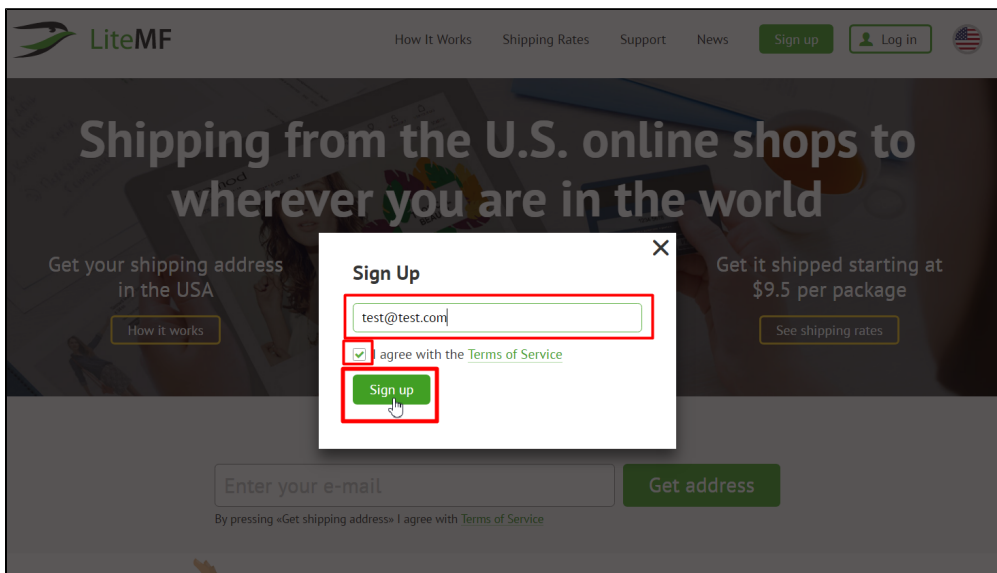
Register on <https://litemf.com> to start working

Log into website by link <https://litemf.com>



The screenshot shows the LiteMF website homepage. The top navigation bar includes links for 'How It Works', 'Shipping Rates', 'Support', 'News', 'Sign up', and 'Log in'. The 'Sign up' button is highlighted with a red rectangle. Below the navigation bar is a large banner with the text 'Shipping from the U.S. online shops to wherever you are in the world'. The banner is divided into three sections: 'Get your shipping address in the USA' with a 'How it works' button, 'Use shipping address for shopping in the US' with a 'How it saves your money' button, and 'Get it shipped starting at \$9.5 per package' with a 'See shipping rates' button. Below the banner is a section titled 'Get your free US shipping address' with a text input field for 'Enter your e-mail' and a 'Get address' button. Below this is a section with a hand holding a coin icon and the text '0\$ You don't pay for parcels acceptance and processing'.

Complete registration form:



The screenshot shows the LiteMF website homepage with the 'Sign Up' modal form open. The modal form has a title 'Sign Up' and a close button 'X'. It contains a text input field for 'test@test.com', a checked checkbox for 'I agree with the Terms of Service', and a 'Sign up' button. The email field, the checkbox, and the 'Sign up' button are highlighted with red rectangles. The background of the website is dimmed.

Personal account page will open after clicking "Register" button where you should add your minimum data:

Card linking and payments in EUR are temporary not available, we apologize for the inconvenience. Read more [here](#)

ACCOUNT

Dashboard Packages Addresses Payments Messages Settings

Account information

Attention! Please, fill out the form to get your personal warehouse address and full access to your account.

First name:

Last name:

Attention! Please check your first name and last name spelling. Only English letters are allowed. After you put your information in you'll be able to change it only by contacting our Support Team.

SAVE CHANGES

Fill out all necessary fields and save changes:

Card linking and payments in EUR are temporary not available, we apologize for the inconvenience. Read more [here](#)

ACCOUNT

Dashboard Packages Addresses Payments Messages Settings

Account information

Attention! Please, fill out the form to get your personal warehouse address and full access to your account.

First name:
Ivan

Last name:
Ivanov

Attention! Please check your first name and last name spelling. Only English letters are allowed. After you put your information in you'll be able to change it only by contacting our Support Team.

SAVE CHANGES

By this time, you will receive an email:



[Web version of this mail](#)

Welcome to LiteMF!

We are delighted to welcome you to LiteMF.com! Thank you for choosing our mail forwarding service.
Please confirm your e-mail address:

CONFIRM YOUR E-MAIL

Your login details to sign in are indicated below:



[Redacted email address]



[Redacted password]

Click «Confirm your email»:



[Web version of this mail](#)

Welcome to LiteMF!

We are delighted to welcome you to LiteMF.com! Thank you for choosing our mail forwarding service.
Please confirm your e-mail address:

CONFIRM YOUR E-MAIL

Your login details to sign in are indicated below:

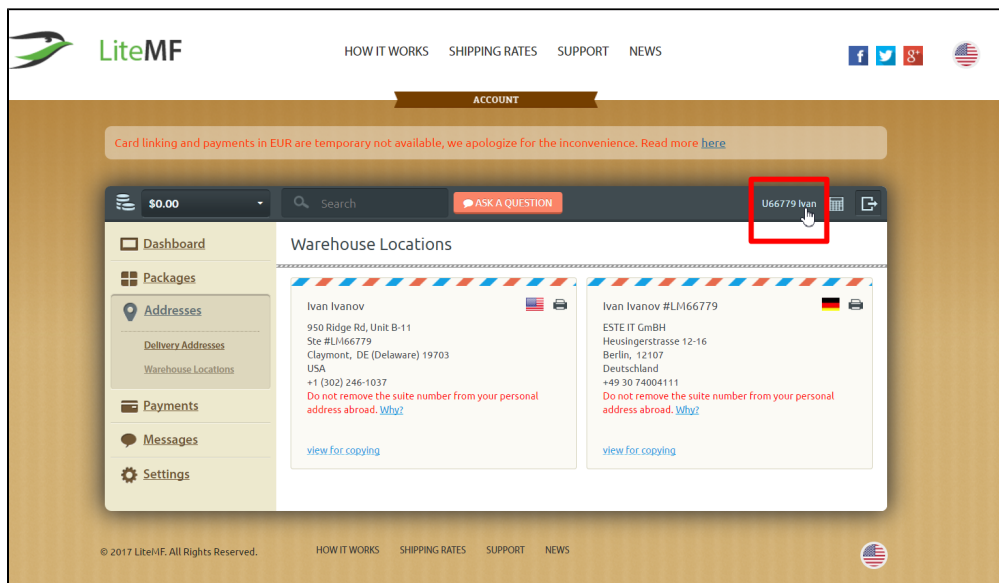


[Redacted email address]



[Redacted password]

Your personal account page will open again. Copy your account id (to bind it with OT Box):



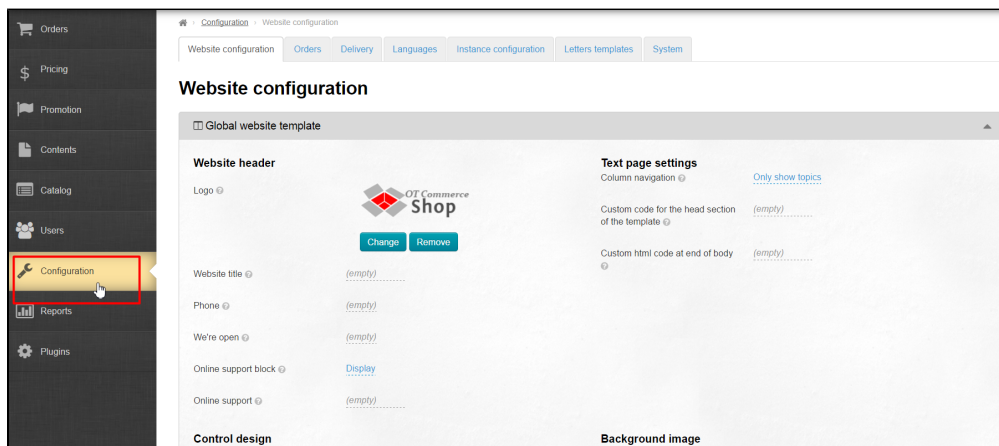
Give registration information to OT manager in your Skype-chat when you register and get all necessary information. That is:

1. email used for registration at <https://litemf.com/>
2. user id (that you copied) in personal account of <https://litemf.com/>

OT Box settings

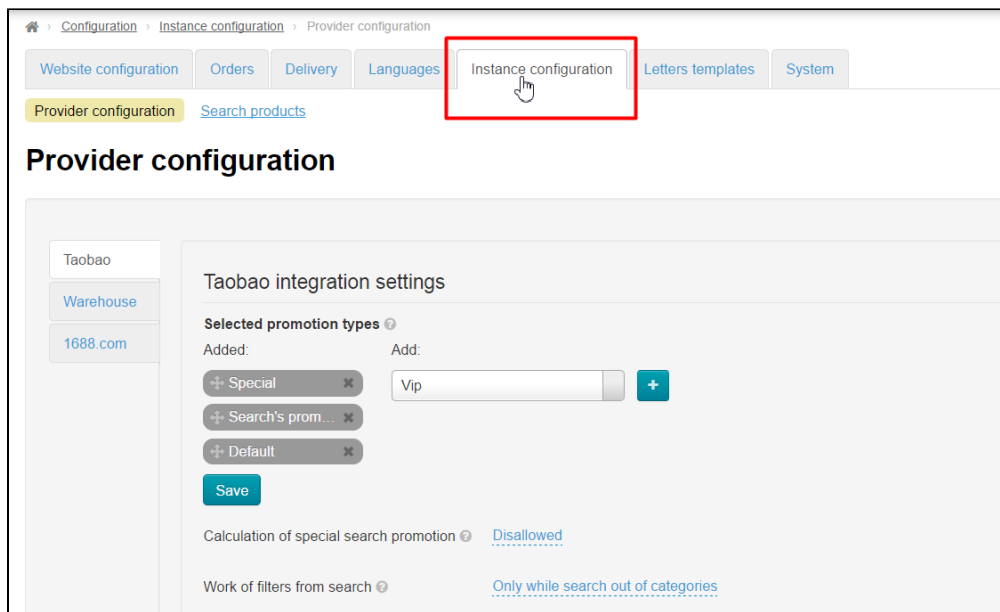
Delivery

Open "Configuration" section:

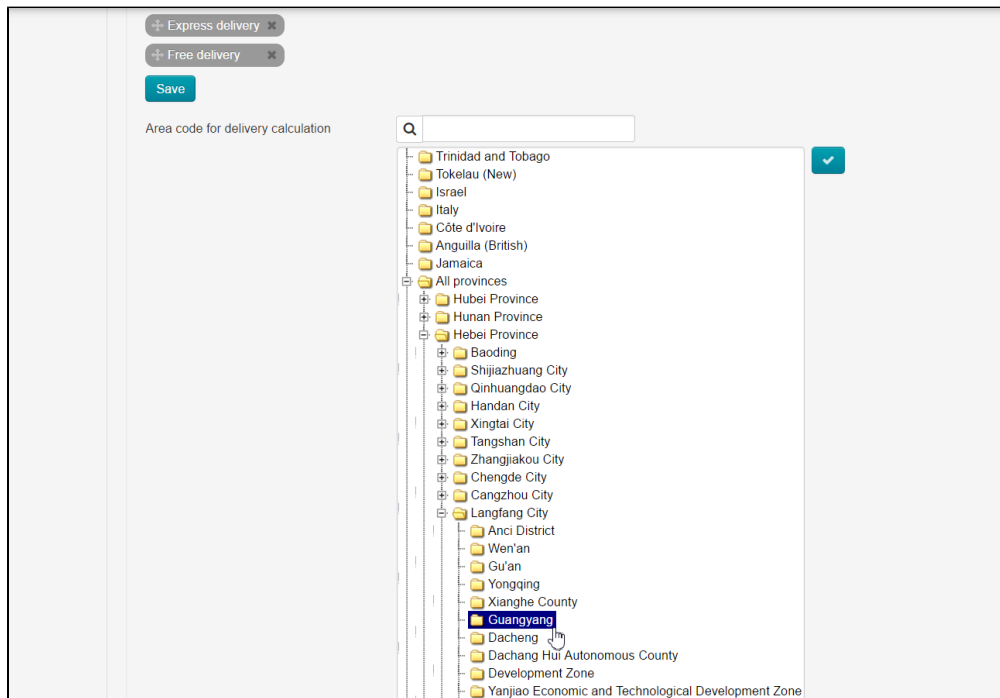


Key settings

Choose "Instance configuration" tab. Choose Taobao in Provider configuration:



Look for list with regions and write Guangyang region into search bar:



Click region on the list and make it blue, check-box should become darker and active for click. Save changes clicking check-box:

Brand filter ? [Enabled](#)

Selected delivery types ?

Added: + Ems delivery × + Post delivery × + Express delivery × + Free delivery ×

[Save](#)

Area code for delivery calculation

Guangyang

All provinces

Hebei Province

Langfang City

Guangyang

[✓](#)

If "Instance configuration" tab is missing?

Some OT Box versions don't have "Instance configuration" tab where provider configurations are done. In this situation go to "Configuration" section:

Orders

Pricing

Promotion

Contents

Catalog

Users

Configuration

Reports

Plugins

Configuration

Delivery

Internal

External

Rates by countries

Internal

Delivery methods

EMS

Post

Express

Free

[Save](#)

Add delivery method

All delivery methods selected

[+](#)

Delivery State/Province/Region

[Selecting State/Province/Region](#)

Selected state/province/region: 131003 Guangyang

Open "Delivery" tab "Internal":

Orders

Pricing

Promotion

Contents

Catalog

Users

Configuration

Reports

Plugins

Configuration

Delivery

Internal

External

Rates by countries

Internal

Delivery methods

EMS

Post

Express

Free

[Save](#)

Add delivery method

All delivery methods selected

[+](#)

Delivery State/Province/Region

[Selecting State/Province/Region](#)

Selected state/province/region: 131003 Guangyang

There is a block on the right to set delivery region:

Configuration > Delivery > Internal

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Internal ?

Delivery methods ?

- + EMS x
- + Post x
- + Express x
- + Free x

Save

Add delivery method

All delivery methods selected +

Delivery State/Province/Region ?

[Selecting State/Province/Region](#)

Selected state/province/region: 1 All provinces

Click "Select region":

Configuration > Delivery > Internal

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Internal ?

Delivery methods ?

- + EMS x
- + Post x
- + Express x
- + Free x

Save

Add delivery method

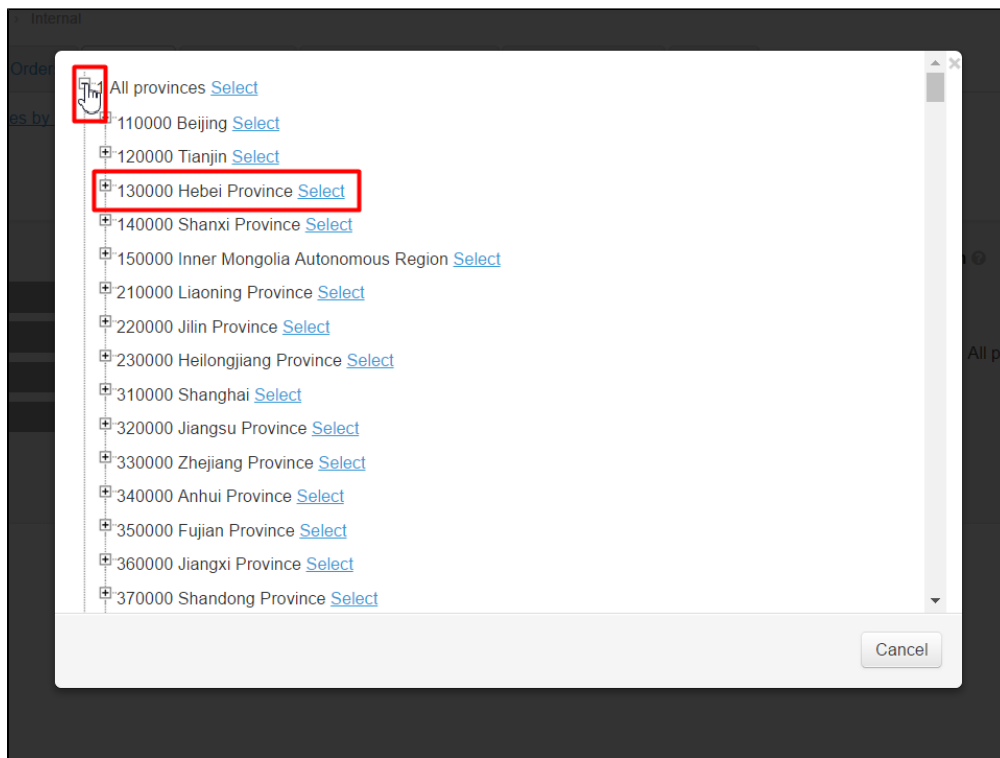
All delivery methods selected +

Delivery State/Province/Region ?

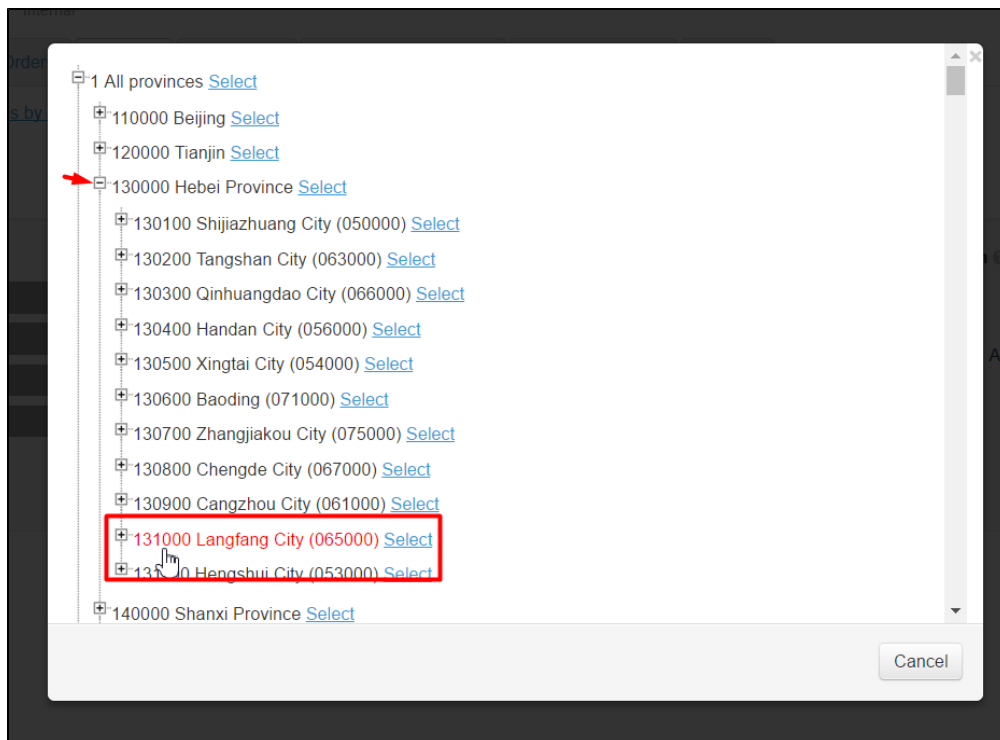
[Selecting State/Province/Region](#)

Selected state/province/region: 1 All provinces

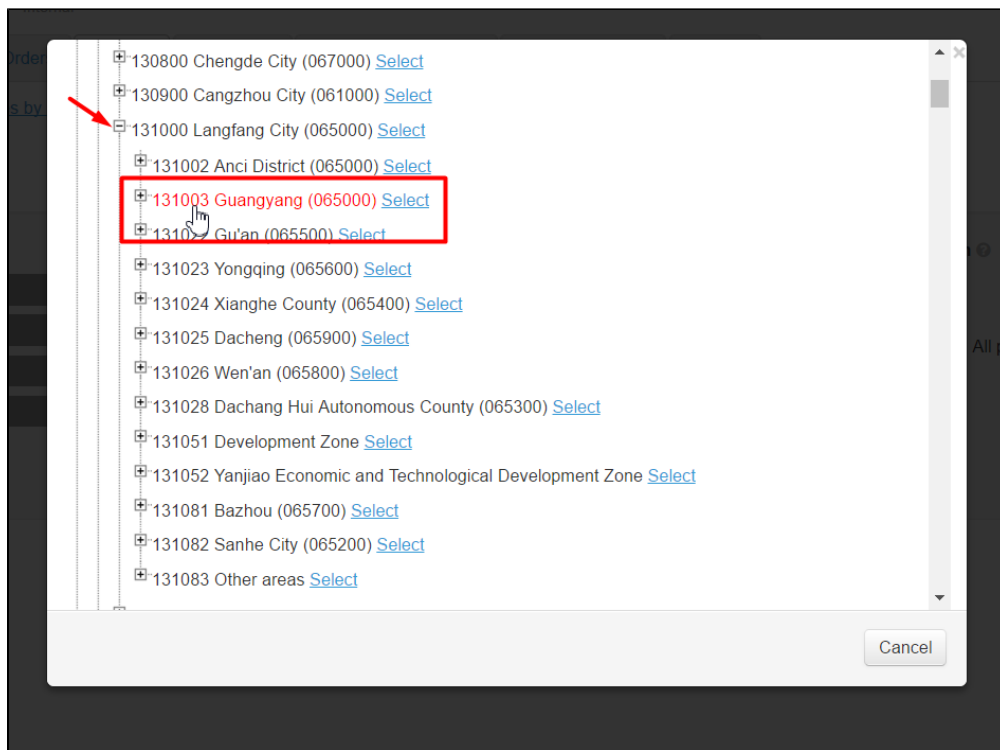
Select region with code 065001. For this click "All provinces" and choose "130000 Hebei Province" :



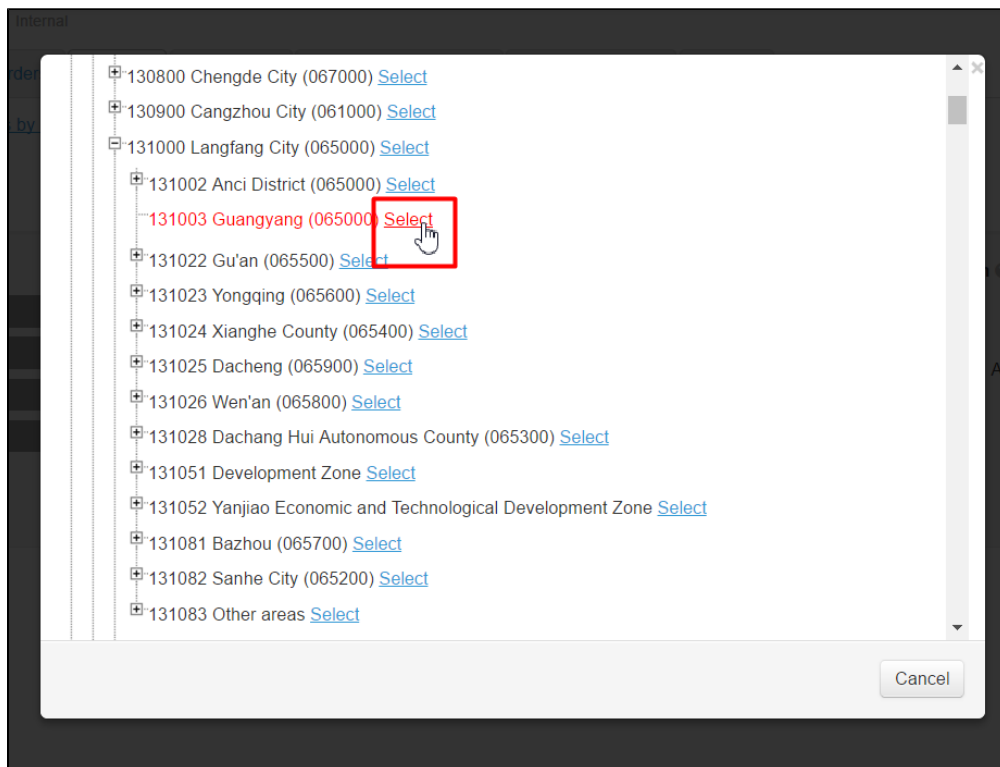
Click plus next to province name and select "131000 Langfang City (065000)":



Click plus next to city and select "131003 Guangyang (065000)":



And click "Select":



Ready! Internal delivery region is set.

Configuration > Delivery > Internal

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Internal ?

Delivery methods ?

EMS

Post

Express

Free

Save

Add delivery method

All delivery methods selected

+

Delivery State/Province/Region ?

Selecting State/Province/Region

Selected state/province/region: 131003 Guangyang

Set external delivery

Choose "Delivery" tab:

Configuration > Delivery > Internal

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Internal ?

Delivery methods ?

EMS

Post

Express

Free

Save

Add delivery method

All delivery methods selected

+

Delivery State/Province/Region ?

Selecting State/Province/Region

Selected state/province/region: 131003 Guangyang

Open "External" tab:

Configuration > Delivery > External

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

External ?

Names	Action
EMS	<div><div></div><div></div></div>
DHL	<div><div></div><div></div></div>

Add

Click "Add" button:

Configuration

Delivery

External

Website configuration

Orders

Delivery

Languages

Instance configuration

Letters templates

System

[Internal](#)

External

[Rates by countries](#)

External

Names	Action
EMS	<div><div></div><div></div></div>
DHL	<div><div></div><div></div></div>

Add

Write name and description:

Configuration

Delivery

External

Creating delivery method

Website configuration

Orders

Delivery

Languages

Instance configuration

Letters templates

System

[Internal](#)

External

[Rates by countries](#)

Creating delivery method

Name

Shiptor

Description

Shiptor delivery

Currency

USD

Order

Integration type

None

Hide for customers

Cost calculation

The minimum weight of a parcel

0

kg

The maximum weight of a parcel

999

kg

Weight-step

Not available

kg

Set currency "CNY":

Configuration > Delivery > External > Creating delivery method

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Creating delivery method

Name Shiptor

Description Shiptor delivery

Currency CNY

Order

Integration type None

Hide for customers

Cost calculation

The minimum weight of a parcel 0 kg

The maximum weight of a parcel 999 kg

Weight-step Not available kg

Choose Shiptor integration type:

Configuration > Delivery > External > Creating delivery method

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Creating delivery method

Name Shiptor

Description Shiptor delivery

Currency CNY

Order

Integration type Shiptor

Hide for customers

Cost calculation

The minimum weight of a parcel 0 kg

The maximum weight of a parcel 999 kg

Weight-step Not available kg

☐ Allow for the minimum delivery fee

Cost calculation is set according to rates (<http://www.chinalite.biz/tariffs.html>). Note! Only ePacket delivery is available at the moment. Other delivery options will be added in the first half of June.

Creating delivery method

Name

Description

Currency

Order

Integration type

Hide for customers ☐

Cost calculation

The minimum weight of a parcel

The maximum weight of a parcel

Weight-step

☐ Allow for the minimum delivery fee

☒ Round up to the nearest whole number

Provider of items

Provider of items is "Taobao":

Description

Currency

Order

Integration type

Hide for customers ☐

Cost calculation

The minimum weight of a parcel

The maximum weight of a parcel

Weight-step

☐ Allow for the minimum delivery fee

☒ Round up to the nearest whole number

Provider of items

☒ Taobao ☐ Warehouse ☐ Yahoo Japan ☐ Yahoo Japan Auction ☐ Kitmall ☐ 1688.com

Save

Cancel

Ready. Save:

Description: Shiptor delivery

Currency: CNY

Order:

Integration type: Shiptor

Hide for customers: ☐

Cost calculation

The minimum weight of a parcel: 0.05 kg

The maximum weight of a parcel: 2 kg

Weight-step: 0.1 kg

☐ Allow for the minimum delivery fee

☒ Round up to the nearest whole number

Provider of items

☒ Taobao ☐ Warehouse ☐ Yahoo Japan ☐ Yahoo Japan Auction ☐ Kitmall ☐ 1688.com

Save Cancel

Go to "Rates by countries" tab after saving:

Configuration > Delivery > Rates by countries

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External **Rates by countries**

Rates by countries

EMS Add

Choose created delivery in drop-down list and click "Add":

Configuration > Delivery > Rates by countries

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Rates by countries

Shiptor Add

Fill out the form according to rates (<http://www.chinalite.biz/tariffs.html>) for each delivery country separately:

Configuration > Delivery > Rates by countries > Creating delivery rate Shiptor

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Creating delivery rate Shiptor

Country ? Afghanistan (AF)

Initial cost ? 18 CNY

Step cost ? 15 CNY

☐ Availability

Save Cancel

Save:

Configuration > Delivery > Rates by countries > Creating delivery rate Shiptor

Website configuration Orders Delivery Languages Instance configuration Letters templates System

Internal External Rates by countries

Creating delivery rate Shiptor

Country ? Russian Federation (RU)

Initial cost ? 16.5

Step cost ? 11

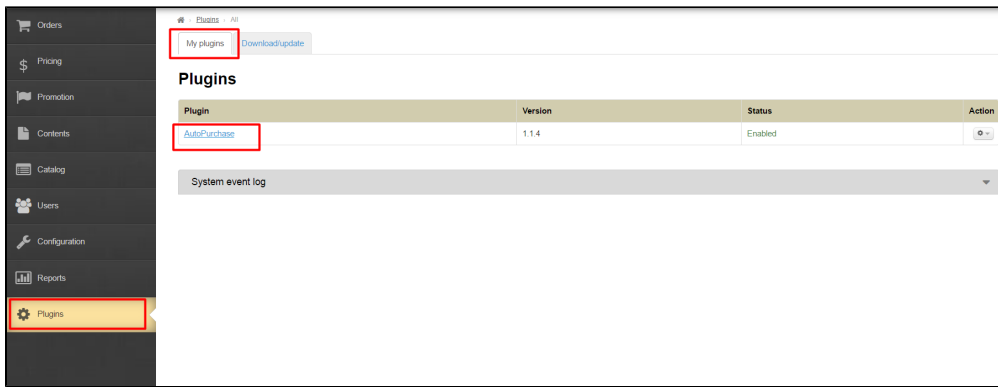
☒ Availability

Save Cancel

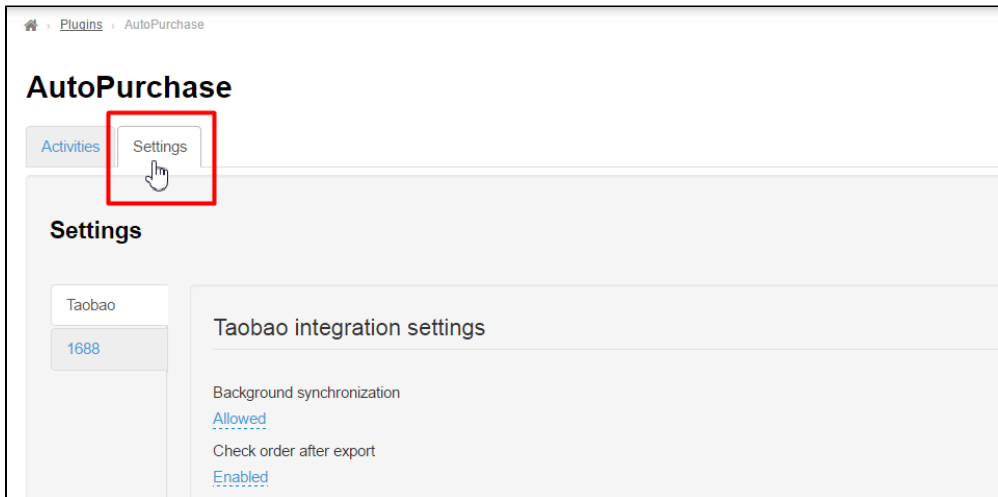
Delivery is set!

Autopurchase settings

It's necessary to set automatical synchronization and payment to set auto-purchase completely. Go to "Plugins" section and choose "Autopurchase":



Choose "Settings" tab:



Choose "Allowed" in "Background synchronization" field:

AutoPurchase

Activities

Settings

Settings

Taobao

1688

Taobao integration settings

Background synchronization

Allowed

✓

✕

Check order after export

Enabled

Mappings of statuses of order lines

Status for: Waiting for payment for provider's order

Paid

Click check-box to save:

AutoPurchase

Activities

Settings

Settings

Taobao

1688

Taobao integration settings

Background synchronization

Allowed

✓

✕

Check order after export

Enabled

Mappings of statuses of order lines

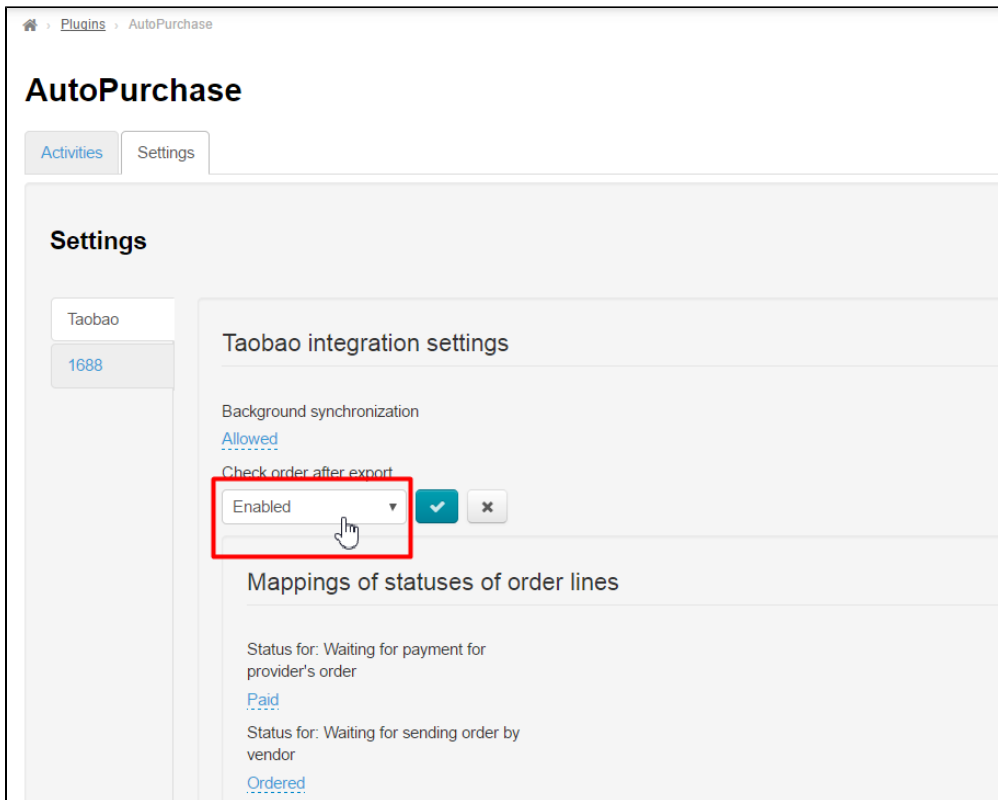
Status for: Waiting for payment for provider's order

Paid

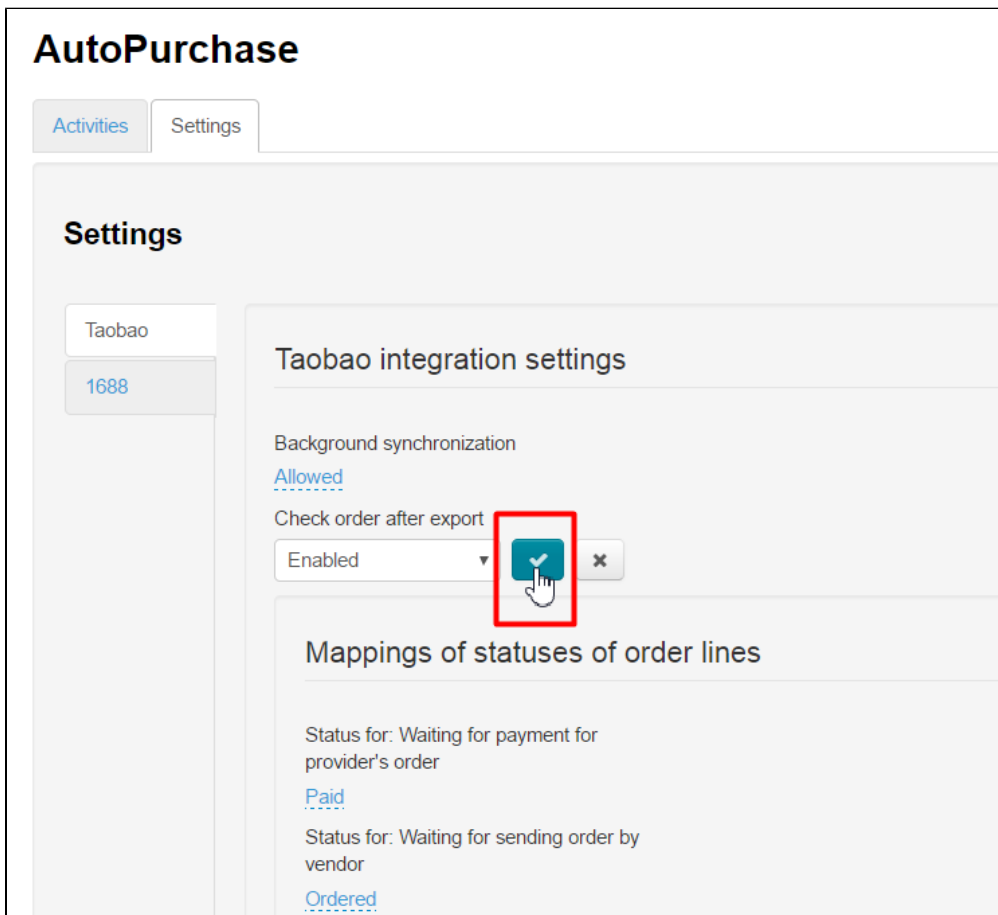
Status for: Waiting for sending order by vendor

Ordered

Choose "Enabled" in "Check order after export" field:



Click checkbox to save:



Scroll down up to block "Shiptor integration settings" and find "Enable auto pay order after export":

Shiptor integration settings

Api key

Is valid key

Valid

Open account

<https://litemf.com/account>

Credit my account

<https://litemf.com/account/payment/topup>

Balance

Balance amount

0.00 CNY

Account id

Account name

Enable auto pay order after export

[Disable](#)

Enable auto pay order while synchronize

[Disable](#)

Choose "Enable" and save clicking check-box:

Shiptor integration settings

Api key

[Redacted]

Is valid key

Valid

Open account

<https://litemf.com/account>

Credit my account

<https://litemf.com/account/payment/topup>

Balance

Balance amount

0.00 CNY


Account id

[Redacted]

Account name

[Redacted]

Enable auto pay order after export

Enable  

Enable auto pay order while synchronize

[Disable](#)

Choose "Enable" in "Enable auto pay order while synchronize" field:

Shiptor integration settings

Api key

[Redacted]

Is valid key

Valid

Open account

<https://litemf.com/account>

Credit my account

<https://litemf.com/account/payment/topup>

Balance

Balance amount

0.00 CNY

Account id

[Redacted]

Account name

[Redacted]

Enable auto pay order after export

[Enable](#)

Enable auto pay order while synchronize

Enable



Click check-box to save:

Shiptor integration settings

Api key

[Redacted]

Is valid key

Valid

Open account

<https://litemf.com/account>

Credit my account

<https://litemf.com/account/payment/topup>

Balance

Balance amount

0.00 CNY

Account id

[Redacted]




Account name

[Redacted]

Enable auto pay order after export

[Enable](#)

Enable auto pay order while synchronize

Enable   

Ready. Settings are done.