

Documents and Files

Documents and files, such as instructions, diagrams, or warranty information, can be linked to a specific product.

You can upload documents to an individual product by opening the product toolbox and clicking "Documents and Files."

Once uploaded, these can be marked as 'Include in Shipment,' which will alert the shipper to print the document and *include it in a package while processing a related order*.

You can set similar alerts on a product on the [Shipping Preferences](https://help.sellercloud.com/category/fhvWiivPx7-product-shipping-preferences) (<https://help.sellercloud.com/category/fhvWiivPx7-product-shipping-preferences>).

Upload Documents to Products in Bulk

Multiple documents can be uploaded in bulk to multiple products:

- 1 Navigate Inventory > Import Product Info > Import Product Documents.
- 2 Download the template.
- 3 Populate with document URL.
- 4 Upload.