



Omniva Manual:
Installing and using
Omniva Shipping
module for
Prestashop

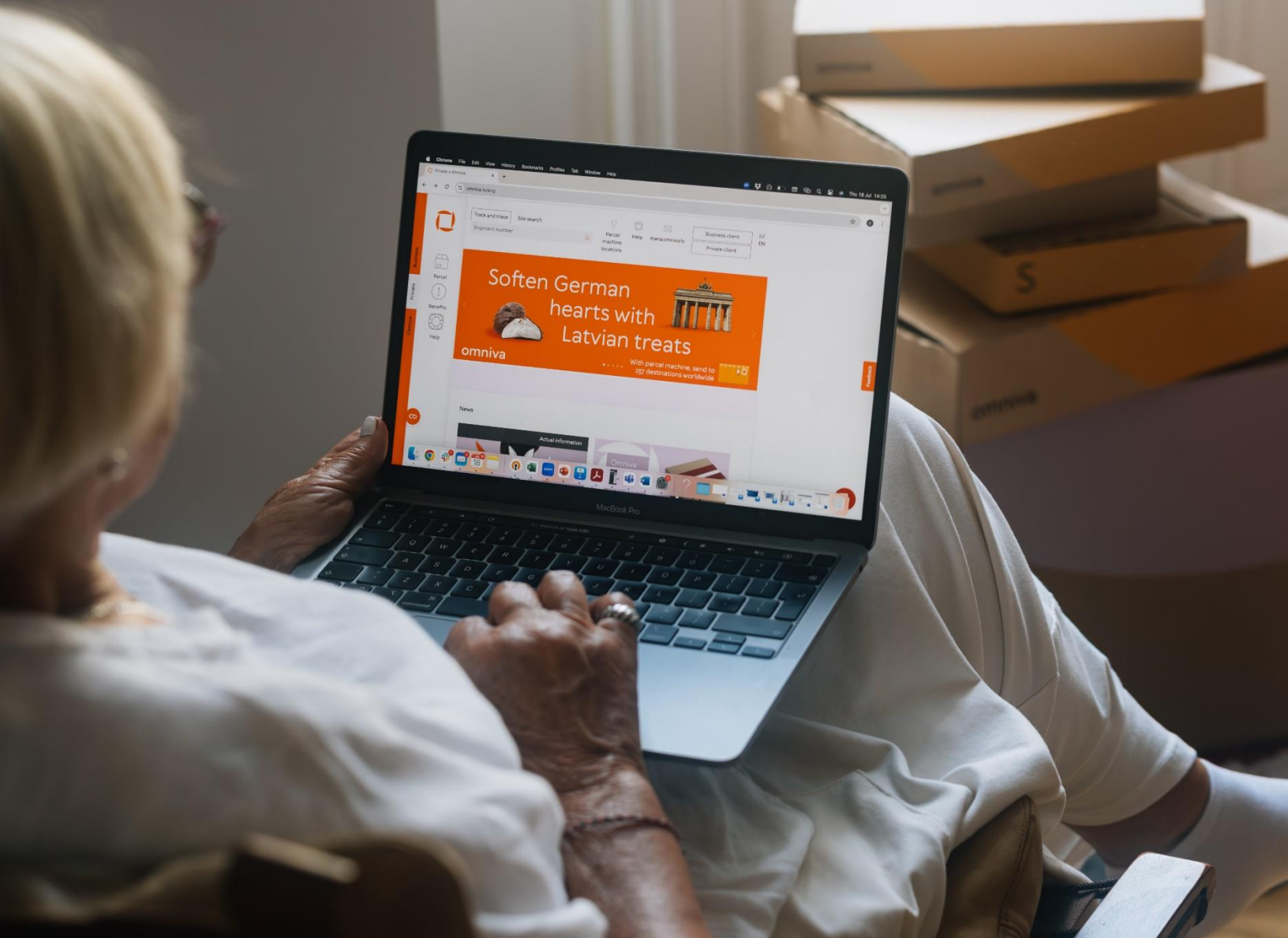


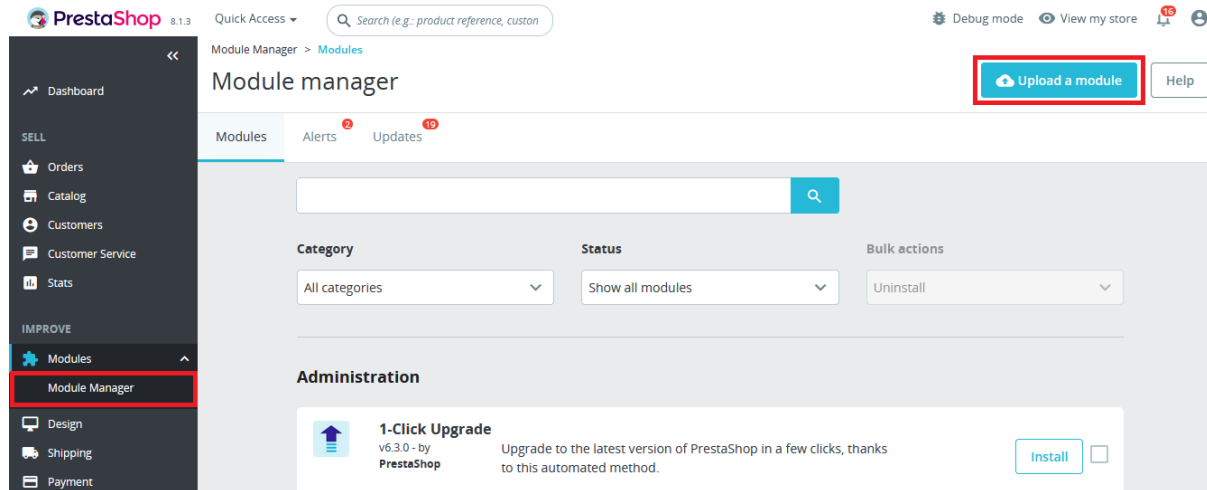
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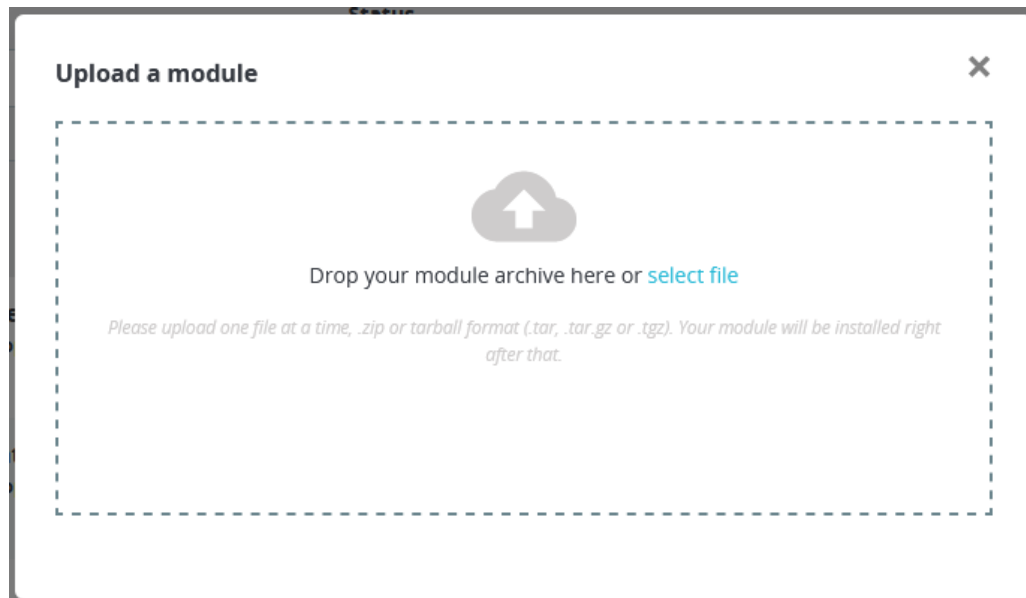
Installation

On the sidebar menu, click on “Modules” → “Module manager”.

Then in the top right corner click “Upload a module”.

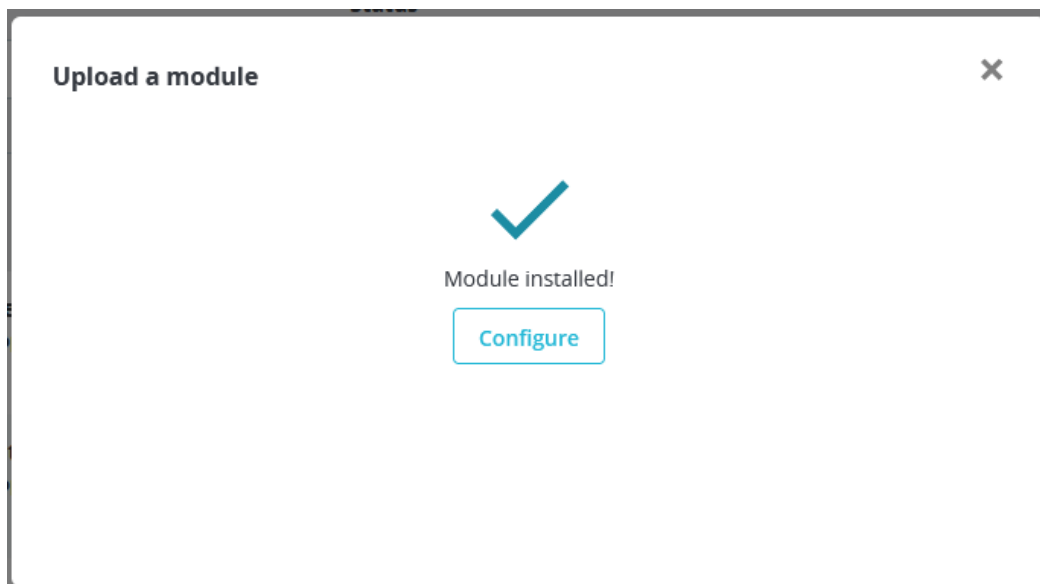


An upload modal popup will appear. Upload the “Omniva Shipping” module that you’ve downloaded from the [module download page](#).



Uploading and installing the module may take some time, so do not close the installation window.

Once the module has been successfully installed, you will receive a confirmation message.

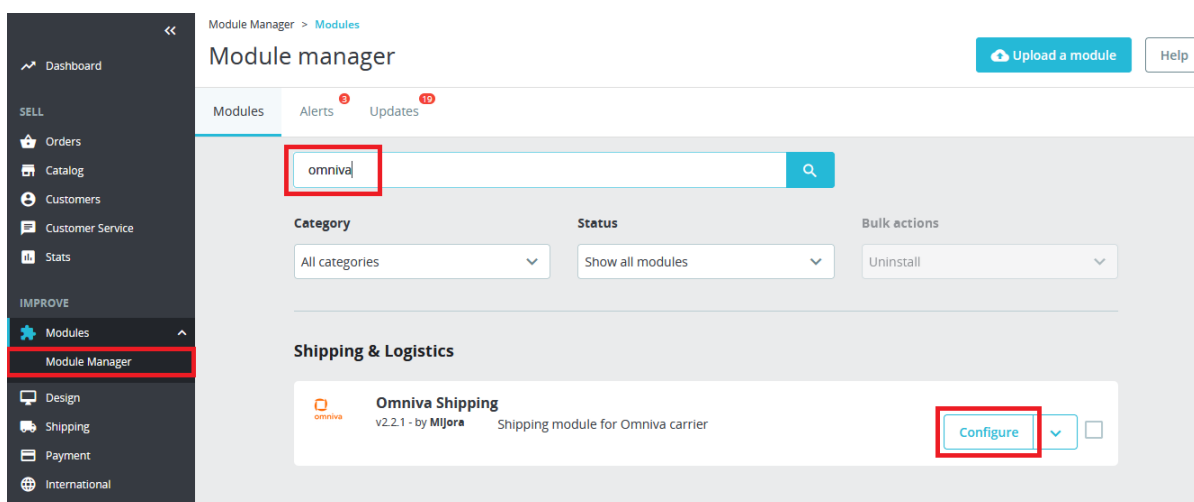


Click the “Configure” button to go to the module settings page.

Configuration

On the sidebar menu, click on “Modules” → “Module manager”.

Enter the word “Omniva” in the search box, and after finding the “Omniva shipping” module, click the “Configure” button.



API

Enter API credentials that were provided by your Omniva account manager.

* API login user

* API login password

* API login country

Select the Omniva department country, from which you got the logins.

Sender information

Enter the sender's details.

* Company name **a**

Bank account **b**

* Company address **c**

* Company city **d**

* Company postcode **e**

* Company country code **f**

* Company phone number **g**

* Pick up time start **h**

* Pick up time finish **i**

* Send off type **j**

Please select send off from store type

- (a) Company name – your company name.
- (b) Bank account – if you're planning on using COD (cash on delivery).
- (c) Company address – address of the shop.
- (d) Company city – city name where shop is located.

- (e) Company postcode – zip code of the address.
- (f) Company country code – select your country where the shop is located.
- (g) Company phone number – phone number of the shop.
- (h) Courier pick-up time (start) – time from when the courier can come pick up the shipments.
- (i) Courier pick-up time (finish) – time till when the courier can come pick up the shipments.
- (j) Send off type – select how you will send your shipments.

Checkout

Display and actions on the Checkout page.

Display map Disabled

Autoselect terminal Disabled

Display map – enable the parcel machine to be selected on the map. When this parameter is disabled, the parcel machine is selected from the dropdown list.

Autoselect terminal – automatically select the nearest parcel machine based on the specified postal code.

Labels

Shipment registration and labels download.

Send delivery email Disabled

Send return code

Add to SMS and email

Choose how to send the return code to the customer

Labels print type

A4 (4 labels)

Label comment

No comment

Send delivery email – send an email to the recipient when the shipment arrives at the parcel machine or the courier is ready to deliver it.

Send return code – if enabled, a return code will be sent to the recipient along with the shipment tracking number.

Labels print type – you can choose how the shipping labels are displaying in the PDF file:

- 4 labels on A4 sheet.
- 1 label per sheet, which is the original size without gaps at the edges.

Label comment – a comment can be added on the label, which would write the selected parameter.

Manifest

When a list of prepared shipments (manifest) is generated.

Manifest language

Manifest language – choose which language will be used in the generated manifest.

Add carriers

Adding the carriers you want to use to the Prestashop carriers list.

Carriers

After activating the shipping method below, a new Carrier is created in the Prestashop shipping carriers list. After deactivating the shipping method below, the shipping carrier is marked as "Deleted" in the Prestashop shipping carriers list and reactivating the shipping method removes mark for the "Deleted" parameter (the carrier is displayed again with the parameters it had before).

Parcel terminal	<input type="checkbox"/>	Removed
Courier	<input type="checkbox"/>	Removed
International (Premium)	<input type="checkbox"/>	Removed
International (Standard)	<input type="checkbox"/>	Removed
International (Economy)	<input type="checkbox"/>	Removed


Save

Added carriers can be configured in the side menu by going to “Shipping” → “Carriers” (more about this on page 8, section “Carriers”).

Uninstall

For complete module uninstallation.

Module uninstall

 The enabled actions in this section will be performed when uninstalling the module. We recommend enabling this section parameters only when you intend to no longer use the module or planing a clean reinstallation of it.

Delete database tables Disabled
Delete tables created by the module from the database.

Completely delete carriers Disabled
Completely delete carriers created by this module from the database. After a carrier is completely deleted, it will no longer show in existing Orders.

[Save](#)

Delete database tables – activate if you want to remove database tables created by the module during module uninstallation. Once this action is complete, all Omniva information will be permanently removed from Orders (e.g. selected parcel machine).

Completely delete carriers – activate if want to completely delete the information of carriers created by the module when the module is uninstalled. This action will permanently remove the carriers created by the module, their parameters, and orders with those carriers will no longer display the selected shipping method.

Carriers

On the sidebar menu, click on “Shipping” → “Carriers”.

The carriers created by the module are visible in the list (next to which the Omniva logo is displayed). If Omniva carriers are not displayed, they need to be enabled in the Omniva module settings (page 7, section “Add carriers”).

Shipping / Carriers

Carriers

+ Add new carrier Help

Carriers 11

ID	Name	Logo	Delay	Status	Free Shipping	Position	
1	Click and collect		Pick up in-store	✓	✓	1	Edit
2	My carrier		Delivery next day!	✓	✗	2	Edit
3	My cheap carrier		Buy more to pay less!	✗	✗	3	Edit
4	My light carrier		The lighter the cheaper!	✗	✗	4	Edit
10	Parcel terminal		1-2 business days	✓	✗	7	Edit
11	Courier		1-2 business days	✓	✗	8	Edit
12	International (Premium)		1-2 business days	✓	✗	9	Edit
13	International (Standard)		1-2 business days	✓	✗	10	Edit
14	International (Economy)		1-2 business days	✓	✗	11	Edit

Bulk actions

By clicking the “Edit” button, you can edit the carrier.

NOTE: A carrier created by the Omniva module can only be edited when the “Omniva shipping” module is activated. If a carrier was edited while the module was disabled, the module will no longer recognize the changed carrier and will no longer allow to register shipments in orders with that carrier. If this happens, the synchronization can be restored by disabling and then re-enabling the carrier in the module settings (page 7, section “Add carriers”).

General settings


You can specify how the carrier will be displayed on the Checkout page.

Shipping / Carriers

Courier

✕ Cancel

Help


Logo 

1 General settings 2 Shipping locations and costs 3 Size, weight, and group access 4 Summary

* Carrier name

* Transit time en ▾

Speed grade

Logo 

Format: JPG, GIF, PNG, WEBP. Filesize: 8.00 MB max. Current size: undefined.

Tracking URL

For example: 'http://example.com/track.php?num=@' with '@' where the tracking number should appear.

Previous Next Finish

Carrier name – the name of the carrier which is displayed on the checkout page.

Transit time – the Order delivery time or other description displayed next to the delivery method.

Tracking URL – a tracking link that is sent to the recipient along with Prestashop order emails.

Shipping prices

You can specify delivery prices for each delivery zone.

Shipping / Carriers

Courier Cancel Help

1 General settings 2 Shipping locations and costs 3 Size, weight, and group access 4 Summary

Add handling costs Yes

Free shipping No

Billing According to total price.
 According to total weight.

Tax LT Standard Rate (21%)

Out-of-range behavior Apply the cost of the highest

Ranges

Will be applied when the price is	>=	€	0.00000	€	100.000
Will be applied when the price is	<	€	100.000	€	99999
All	<input type="checkbox"/>	€		€	
Africa	<input type="checkbox"/>	€	0.00000	€	
Asia	<input type="checkbox"/>	€	0.00000	€	
Central America/Antilla	<input type="checkbox"/>	€	0.00000	€	
Europe	<input checked="" type="checkbox"/>	€	5.89	€	0
Europe (non-EU)	<input type="checkbox"/>	€	0.00000	€	
North America	<input type="checkbox"/>	€	0.00000	€	
Oceania	<input type="checkbox"/>	€	0.00000	€	
South America	<input type="checkbox"/>	€	0.00000	€	

Delete

Add new range

Add handling costs – add a shipping preparation fee, which is specified in the Prestashop settings.

Free shipping – activate if this delivery method is always free.

Billing – choose which parameter will be used to set price ranges.

Tax – select the tax rule applicable to the delivery method.

Out-of-range behavior – choose what action will be taken if none of the price ranges match.

In the “Ranges” table, you need to select the delivery zones for which the delivery method will be displayed. The delivery price must be entered in the price column of the range.

A new range can be added by clicking the “Add new range” button and the maximum value of the range must be specified at the top of the new range price column that

appears (if is the last range that does not require a limit, then specify a large value such as “99999”).

Display restrictions

You can specify the conditions under which the delivery method will be displayed.

Shipping / Carriers

Courier

✕ Cancel

Help

The screenshot shows a configuration page for a Courier delivery method. It features a breadcrumb trail at the top: 1 General settings, 2 Shipping locations and costs, 3 Size, weight, and group access (current step), and 4 Summary. On the left, there is a 'Logo' section with an 'omniva' logo. The main content area contains four input fields for package dimensions: Maximum package width (cm) with value 0, Maximum package height (cm) with value 0, Maximum package depth (cm) with value 0, and Maximum package weight (kg) with value 0.000000. Below these is a 'Group access' section with a table of user groups. The table has columns for a checkbox, ID, and Group name. Three groups are listed: Visitor (ID 1), Guest (ID 2), and Customer (ID 3), all with their checkboxes checked. At the bottom right, there are 'Previous', 'Next', and 'Finish' buttons.

<input type="checkbox"/>	ID	Group name
<input checked="" type="checkbox"/>	1	Visitor
<input checked="" type="checkbox"/>	2	Guest
<input checked="" type="checkbox"/>	3	Customer

Maximum package width/height/depth – maximum dimensions, above which the delivery method will not be displayed. These parameters only work if the products have the specified dimensions. *This is a Prestashop functionality. The Omniva module is not responsible for it.*

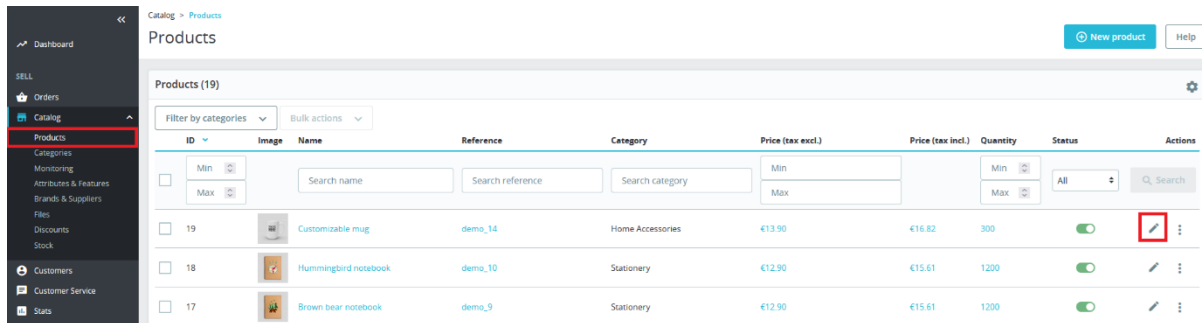
Maximum package weight – maximum cart weight, above which the delivery method will not be displayed.

Group access – website user groups to whom this delivery method should be shown.

Product

To make the registration of shipments more automated, it is possible to specify parameters on the product edit page that will be automatically applied when registering shipments.

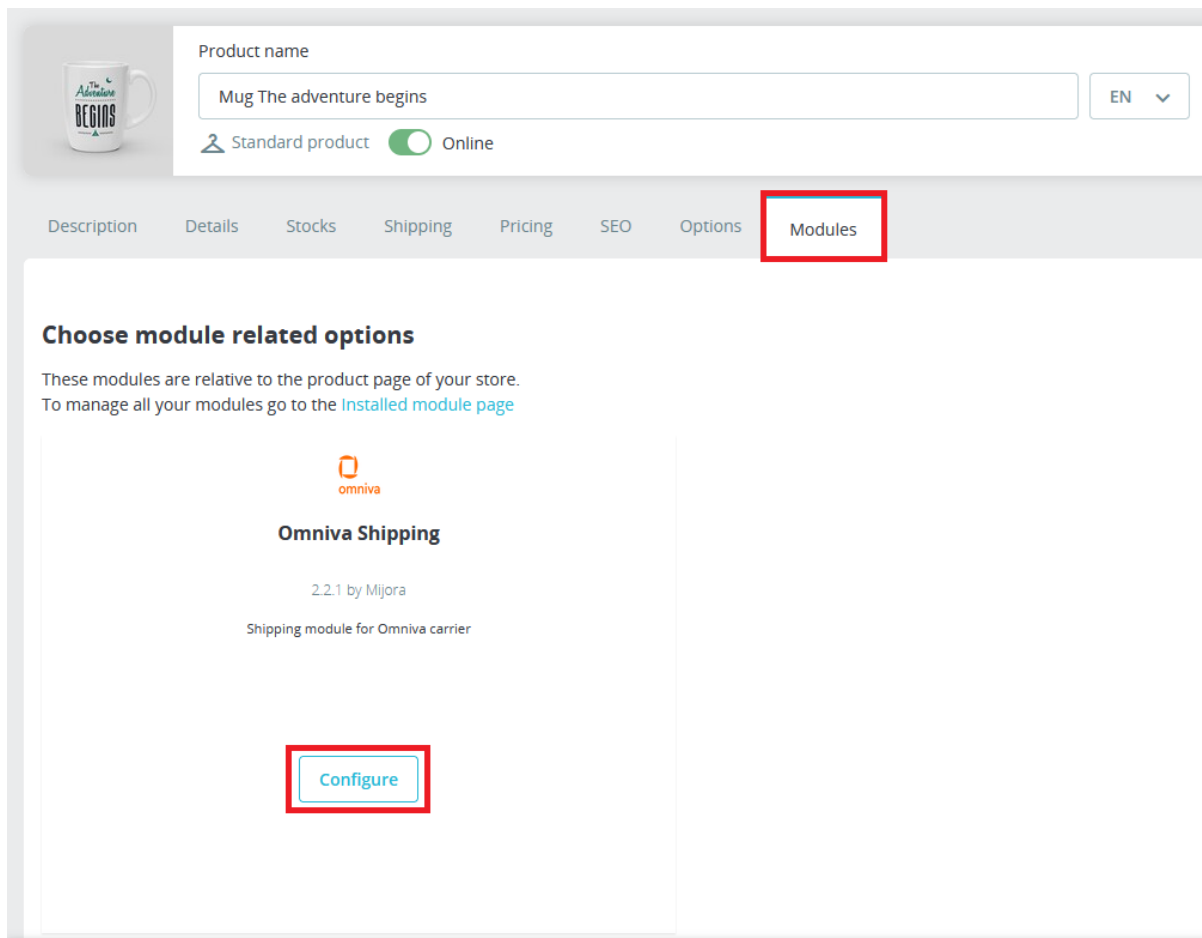
On the sidebar menu, click on “Catalog” → “Products” → “Edit”.



The screenshot shows a sidebar menu on the left with 'Catalog' selected, and 'Products' highlighted. The main area displays a table of 19 products. The 'Customisable mug' product (ID 19) is highlighted with a red box around its edit icon in the 'Actions' column.

ID	Image	Name	Reference	Category	Price (tax excl.)	Price (tax incl.)	Quantity	Status	Actions
19		Customisable mug	demo_14	Home Accessories	€13.90	€16.82	300	On	
18		Hummingbird notebook	demo_10	Stationery	€12.90	€15.61	1200	On	
17		Brown bear notebook	demo_9	Stationery	€12.90	€15.61	1200	On	

Then click the “Modules” tab and click the “Configure” button next to the Omniva module.



The screenshot shows the product edit page for a mug. The 'Modules' tab is selected and highlighted with a red box. Below the tabs, the 'Omniva Shipping' module is displayed with a 'Configure' button highlighted by a red box.

Product name: Mug The adventure begins

Standard product Online

Modules: Description, Details, Stocks, Shipping, Pricing, SEO, Options, **Modules**

Choose module related options

These modules are relative to the product page of your store. To manage all your modules go to the [Installed module page](#)

Omniva Shipping


2.2.1 by Mijora

Shipping module for Omniva carrier

Configure

In the opened block, you can select additional services for the product, which will be automatically activated for shipment when this product is included in the order.

Description Details Stocks Shipping Pricing SEO Options **Modules**



Omniva Shipping

2.2.1 by Mijora
Shipping module for Omniva carrier

Omniva Shipping

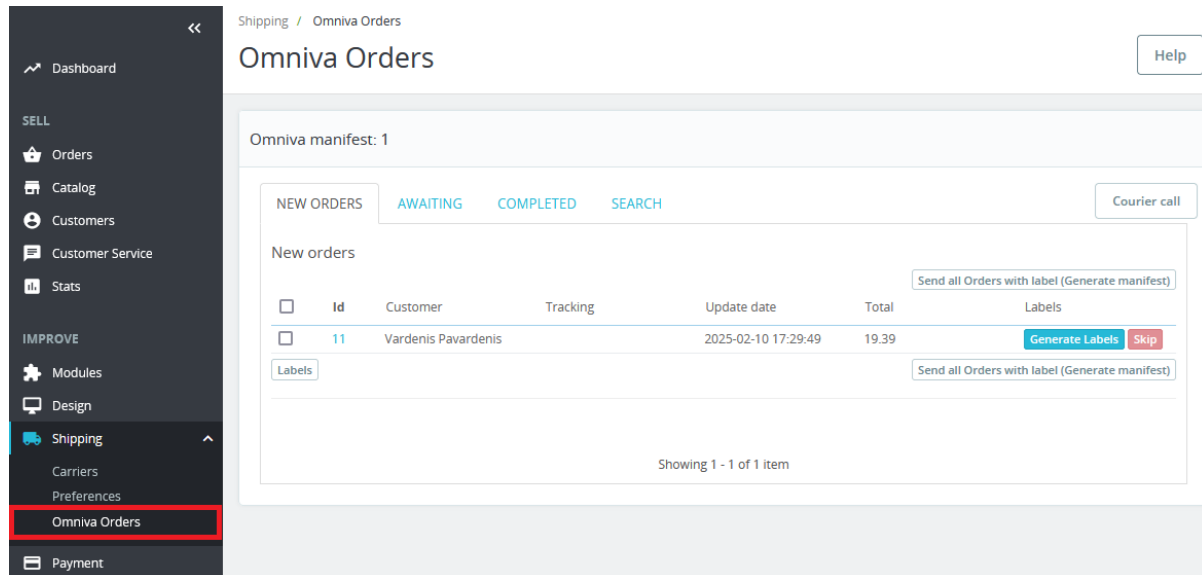
Product additional attributes

- For adult only (18+)
When delivering a shipment with this product, need request a document
- Fragile

How to use

Generate labels

Once the orders are placed, they can be found under “Shipping” → “Omniva Orders”.



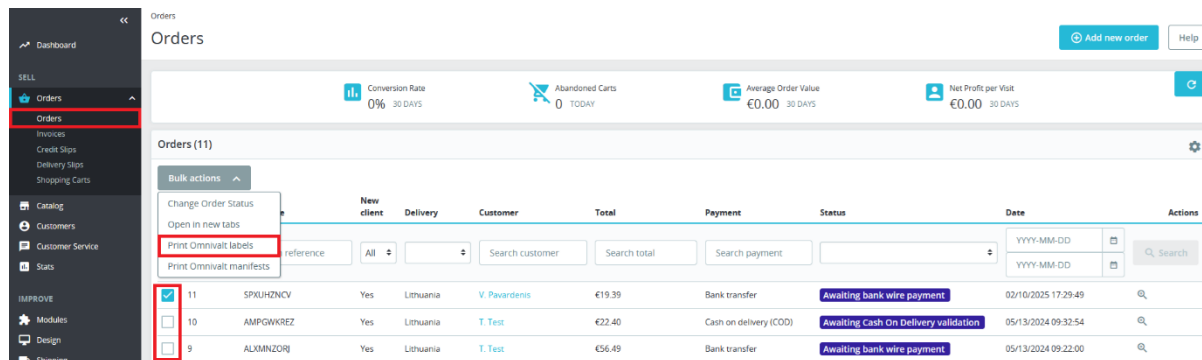
The screenshot shows the 'Omniva Orders' page. On the left is a dark sidebar with navigation options: Dashboard, SELL (Orders, Catalog, Customers, Customer Service, Stats), IMPROVE (Modules, Design, Shipping, Carriers, Preferences, Omniva Orders), and Payment. The 'Omniva Orders' option is highlighted with a red box. The main content area is titled 'Omniva Orders' and shows 'Omniva manifest: 1'. Below this, there are tabs for 'NEW ORDERS', 'AWAITING', and 'COMPLETED', along with a 'SEARCH' button and a 'Courier call' button. A table titled 'New orders' contains one row with the following data:

<input type="checkbox"/>	Id	Customer	Tracking	Update date	Total	Labels
<input type="checkbox"/>	11	Vardenis Pavardenis		2025-02-10 17:29:49	19.39	Generate Labels Skip

Below the table, there are buttons for 'Labels' and 'Send all Orders with label (Generate manifest)'. At the bottom, it says 'Showing 1 - 1 of 1 item'.

To generate a label, click on “Generate Labels” button.

You can also generate labels from “Orders” page, by using “Bulk actions”.



The screenshot shows the 'Orders' page. On the left is a dark sidebar with navigation options: Dashboard, SELL (Orders, Invoicing, Credit Slips, Delivery Slips, Shopping Carts), Catalog, Customers, Customer Service, Stats, IMPROVE (Modules, Design, Shipping). The 'Orders' option is highlighted with a red box. The main content area is titled 'Orders' and shows 'Orders (11)'. Below this, there are four summary cards: Conversion Rate (0% 30 DAYS), Abandoned Carts (0 TODAY), Average Order Value (€0.00 30 DAYS), and Net Profit per Visit (€0.00 30 DAYS). A table titled 'Orders (11)' contains three rows with the following data:

<input type="checkbox"/>	Id	SPXUHZNCV	Yes	Lithuania	V. Pavardenis	€19.39	Bank transfer	Awaiting bank wire payment	02/10/2025 17:29:49	🔍
<input type="checkbox"/>	10	AMPGWKREZ	Yes	Lithuania	T. Test	€22.40	Cash on delivery (COD)	Awaiting cash on delivery validation	05/13/2024 09:32:54	🔍
<input type="checkbox"/>	9	ALXMNZORJ	Yes	Lithuania	T. Test	€56.49	Bank transfer	Awaiting bank wire payment	05/13/2024 09:22:00	🔍

A 'Bulk actions' dropdown menu is open, showing options: 'Change Order Status', 'Open in new tabs', 'Print Omnivalt labels' (highlighted with a red box), and 'Print Omnivalt manifests'.

Select the order(-s) and select “Print Omnivalt labels” form “Bulk actions”.

Shipment registration is also possible after entering a specific order.

The screenshot shows the 'Orders' page for order #11 SPXUHZNCV. The left sidebar contains navigation options like 'Dashboard', 'SELL', 'Orders', 'Invoices', 'Catalog', 'Customers', 'Stats', 'IMPROVE', 'Modules', 'Design', 'Shipping', 'Payment', 'International', 'CONFIGURE', 'Shop Parameters', and 'Advanced Parameters'. The main content area displays order details: 'Orders #11 SPXUHZNCV from Vardenis Pavardenis €19.39 02/10/2025 at 17:29:49'. Below this is a table with columns: Date, Payment method, Transaction ID, Amount, Invoice, and Employee. The 'Omniva Shipping' block contains the following fields: Packets (1), Weight (0.3), C.O.D. (No), C.O.D. amount (19.39), Carrier (Parcel terminal), and Parcel terminal (Kauno ŠILAS Sprangausko paštomatas (Kauno m. sav. K. Sprangausko g. 1A)). At the bottom of the block is a 'Generate label' button, which is highlighted with a red box. A 'Save' button is also visible in the bottom right of the block.

You need to click the “Generate label” button in the “Omniva Shipping” block.

You can also change the shipment settings in this block.

This is a close-up view of the 'Omniva Shipping' block. It shows the following fields and their values: Packets: 1; Weight: 0.3; C.O.D.: No; C.O.D. amount: 19.39; Carrier: Parcel terminal; Parcel terminal: Kauno ŠILAS Sprangausko paštomatas (Kauno m. sav. K. Sprangausko g. 1A). Below these fields, it states 'Active shipment additional services: Arrival SMS, Fragile'. At the bottom of the block, there is a 'Save' button and a 'Generate label' button.

Packets – if the order will be sent in several shipments, indicate the number of shipments.

Weight – shipment weight. Filled automatically based on the weight of the order. If the value of the "Packets" field is greater than 1, the weight is divided by the "Packets" value.

C.O.D. – will the shipment be paid using the “Card on Delivery” service. This service is automatically activated when the order payment method is “Cash on Delivery” (C.O.D.).

C.O.D. amount – “Card on Delivery” amount that the recipient of the shipment will have to pay if C.O.D. service is activated.

Carrier – shipment delivery method.

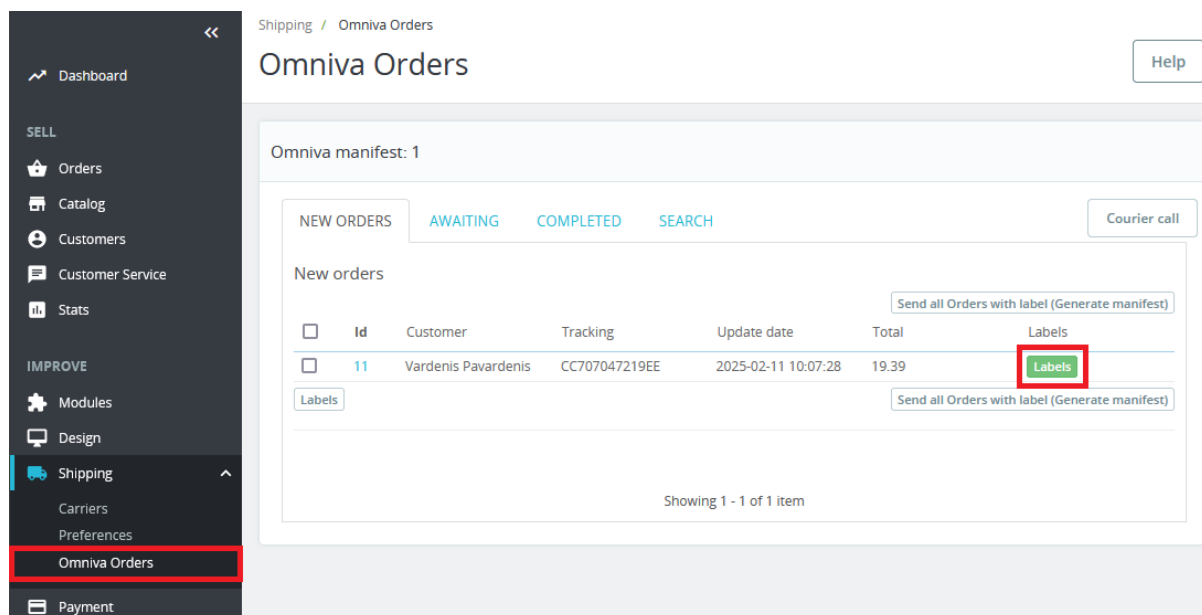
Parcel terminal – The parcel machine to which the shipment is delivered when the shipment delivery method is “Parcel terminal”.

“Active shipment additional services” indicates additional services applied to the shipment, which are automatically applied to the shipment (e.g. if the use of an additional service is marked in the product settings (page 13, section “Product”)).

After changing any parameter, you need to press the “Save” button so that the changes take effect and only then you can register the shipment.

Printing labels

By going to “Shipping” → “Omniva Orders”, you can click on “Labels” button, if you want to download label for order.



The screenshot shows the 'Omniva Orders' interface. On the left is a dark sidebar with navigation options: Dashboard, SELL (Orders, Catalog, Customers, Customer Service, Stats), IMPROVE (Modules, Design, Shipping, Carriers, Preferences, Omniva Orders), and Payment. The 'Omniva Orders' option is highlighted with a red box. The main content area shows 'Shipping / Omniva Orders' and 'Omniva Orders' with a 'Help' button. Below this, it says 'Omniva manifest: 1'. There are tabs for 'NEW ORDERS', 'AWAITING', 'COMPLETED', and 'SEARCH'. A 'Courier call' button is on the right. A table titled 'New orders' has columns: Id, Customer, Tracking, Update date, Total, and Labels. One order is listed with Id 11, Customer Vardenis Pavardenis, Tracking CC707047219EE, Update date 2025-02-11 10:07:28, and Total 19.39. The 'Labels' column for this order has a green 'Labels' button highlighted with a red box. There are also buttons for 'Send all Orders with label (Generate manifest)' and 'Labels' at the bottom of the table.

<input type="checkbox"/>	Id	Customer	Tracking	Update date	Total	Labels
<input type="checkbox"/>	11	Vardenis Pavardenis	CC707047219EE	2025-02-11 10:07:28	19.39	Labels

Or on the same page you can select multiple orders and press “Labels” button below the table, this will provide you with a single file with all the labels you have selected.

Omniva manifest: 1

NEW ORDERS AWAITING COMPLETED SEARCH Courier call

New orders

Send all Orders with label (Generate manifest)

<input type="checkbox"/>	Id	Customer	Tracking	Update date	Total	Labels
<input checked="" type="checkbox"/>	13	Vardenis pavardenis	CC707079494EE	2025-02-11 10:29:58	19.39	Labels
<input type="checkbox"/>	12	Vardenis Pavardenis		2025-02-11 10:27:43	16.4	Generate Labels Skip
<input checked="" type="checkbox"/>	11	Vardenis Pavardenis	CC707047219EE	2025-02-11 10:07:28	19.39	Labels

Labels

Send all Orders with label (Generate manifest)

Showing 1 - 3 of 3 items

You can also download shipping labels in the Prestashop orders list using a bulk action.

Orders

Orders

Conversion Rate 0% 30 DAYS Abandoned Carts 0 TODAY Average Order Value €0.00 30 DAYS Net Profit per 1 €0.00 30

Orders (13)

Bulk actions

- Change Order Status
- Open in new tabs
- Print Omnivalt labels
- Print Omnivalt manifests

	New client	Delivery	Customer	Total	Payment	Status
<input checked="" type="checkbox"/>	13	YJISDOWJ	Yes Estonia V. pavardenis	€19.39	Bank transfer	Shipment ready for Omniva
<input type="checkbox"/>	12	KKLTQECKE	Yes Lithuania V. Pavardenis	€16.40	Cash on delivery (COD)	Error with Omniva parcel
<input checked="" type="checkbox"/>	11	SPXUHZNCV	Yes Lithuania V. Pavardenis	€19.39	Bank transfer	Shipment ready for Omniva
<input type="checkbox"/>	10	AMPGWKREZ	Yes Lithuania T. Test	€22.40	Cash on delivery (COD)	Awaiting Cash On Delivery validation

Select the order(-s) and select “Print Omnivalt labels” form “Bulk actions”.

Labels can also be downloaded after entering a specific order.

Orders

#11 SPXUHZNCV from Vardenis Pavardenis €19.39 02/10/2025 at 17:29:49

Help

Omniva Shipping

Packets: Weight:

C.O.D.: C.O.D. amount:

Carrier:

Parcel terminal:

Active shipment additional services: *Arrival SMS, Fragile*

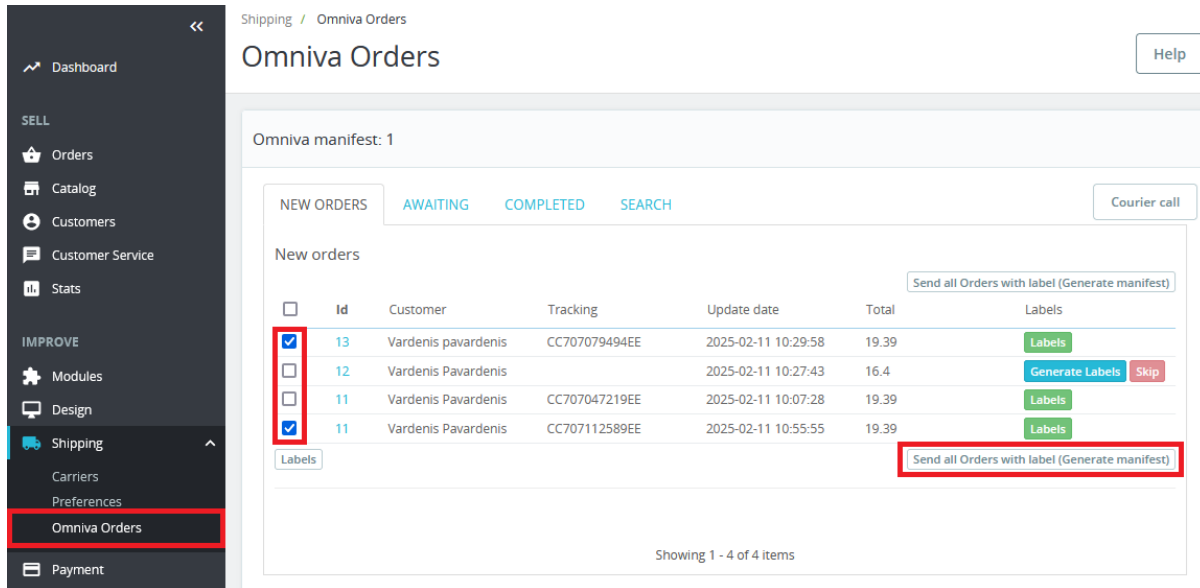
Omniva Labels History

Tracking numbers	Service Code	Date	Label printing
CC707047219EE	PA	2025-02-10 17:29:49	<input type="button" value="Print labels"/>
CC707112589EE	PA	2025-02-11 10:55:55	<input type="button" value="Print labels"/>

In the “Omniva Shipping” block in the order, in the “Omniva Labels History” section, you can see all the labels generated for the order, from which you need to download the latest label by date.

Generating manifest

When you want to print a list of shipments to be sent (manifest), you need to go to “Shipping” → “Omniva Orders”, select the orders and click the “Generate manifest” button.

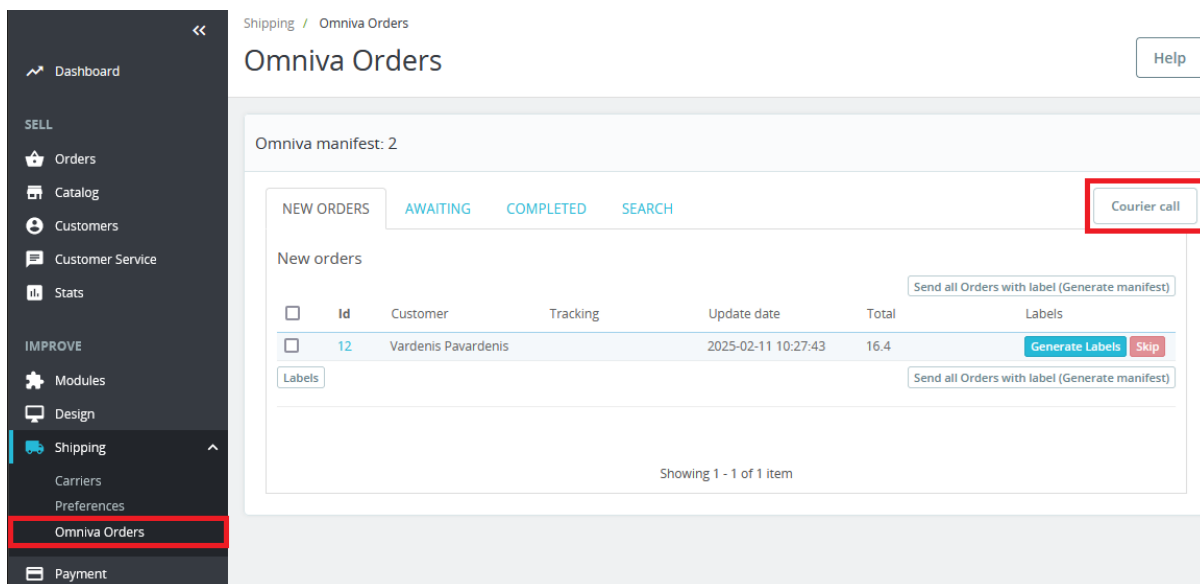


The screenshot shows the Omniva Orders interface. On the left is a dark sidebar with navigation options: Dashboard, SELL (Orders, Catalog, Customers, Customer Service, Stats), IMPROVE (Modules, Design, Shipping, Carriers, Preferences, Omniva Orders, Payment). The main content area is titled 'Omniva Orders' and shows 'Omniva manifest: 1'. There are tabs for 'NEW ORDERS', 'AWAITING', 'COMPLETED', and 'SEARCH'. A 'Courier call' button is in the top right. Below the tabs is a table of 'New orders' with columns: Id, Customer, Tracking, Update date, Total, and Labels. The table contains four rows. The first and last rows have their checkboxes selected. A 'Send all Orders with label (Generate manifest)' button is at the top right of the table. A 'Labels' button is at the bottom left of the table. A 'Send all Orders with label (Generate manifest)' button is also at the bottom right of the table. The status 'Showing 1 - 4 of 4 items' is at the bottom.

<input type="checkbox"/>	Id	Customer	Tracking	Update date	Total	Labels
<input checked="" type="checkbox"/>	13	Vardenis pavardenis	CC707079494EE	2025-02-11 10:29:58	19.39	Labels
<input type="checkbox"/>	12	Vardenis Pavardenis		2025-02-11 10:27:43	16.4	Generate Labels Skip
<input type="checkbox"/>	11	Vardenis Pavardenis	CC707047219EE	2025-02-11 10:07:28	19.39	Labels
<input checked="" type="checkbox"/>	11	Vardenis Pavardenis	CC707112589EE	2025-02-11 10:55:55	19.39	Labels

Calling for courier pickup

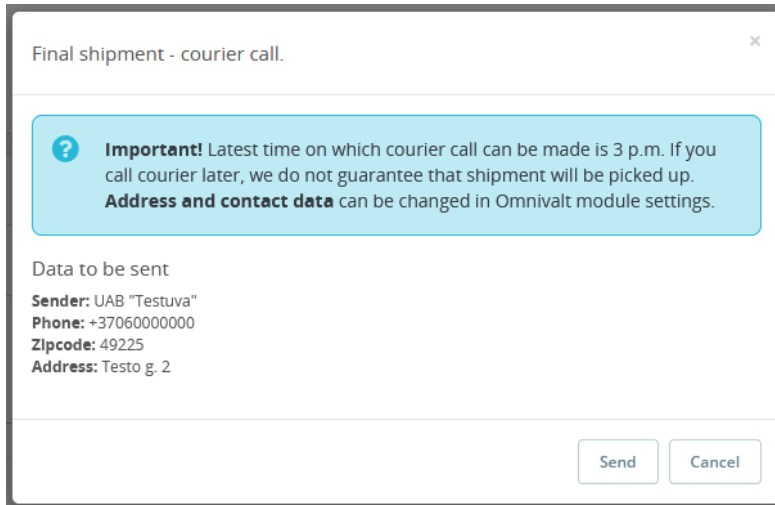
When you want to call a courier to pick up your shipments, you need to go to “Shipping” → “Omniva Orders”, and click the “Courier call” button located above the orders table on the right side.



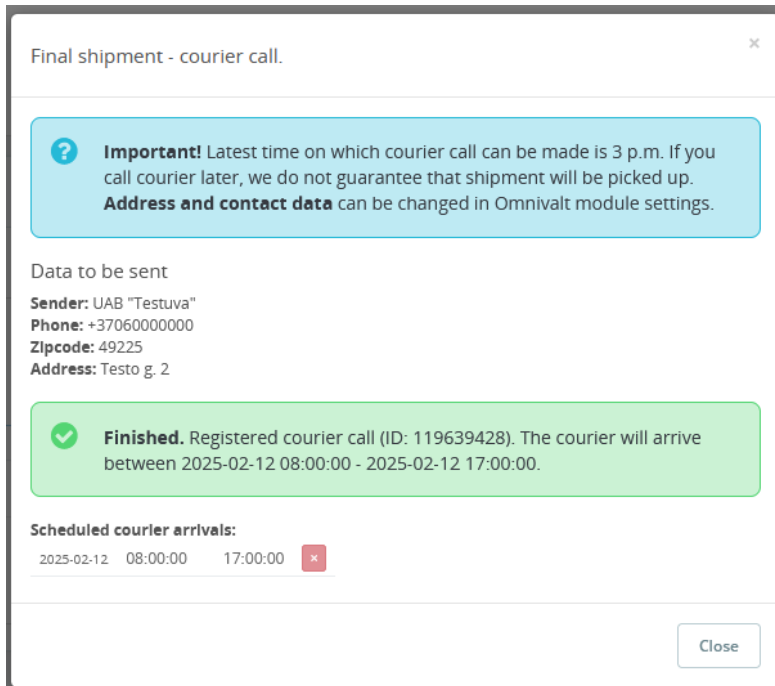
The screenshot shows the Omniva Orders interface. On the left is a dark sidebar with navigation options: Dashboard, SELL (Orders, Catalog, Customers, Customer Service, Stats), IMPROVE (Modules, Design, Shipping, Carriers, Preferences, Omniva Orders, Payment). The main content area is titled 'Omniva Orders' and shows 'Omniva manifest: 2'. There are tabs for 'NEW ORDERS', 'AWAITING', 'COMPLETED', and 'SEARCH'. A 'Courier call' button is in the top right, highlighted with a red box. Below the tabs is a table of 'New orders' with columns: Id, Customer, Tracking, Update date, Total, and Labels. The table contains one row. A 'Send all Orders with label (Generate manifest)' button is at the top right of the table. A 'Labels' button is at the bottom left of the table. A 'Send all Orders with label (Generate manifest)' button is also at the bottom right of the table. The status 'Showing 1 - 1 of 1 item' is at the bottom.

<input type="checkbox"/>	Id	Customer	Tracking	Update date	Total	Labels
<input type="checkbox"/>	12	Vardenis Pavardenis		2025-02-11 10:27:43	16.4	Generate Labels Skip

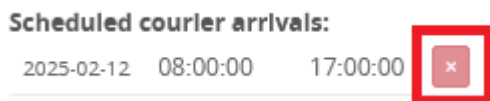
When you click this button, a modal block appears with a visible address from the module settings, where the courier will arrive to pick up the shipments.



By clicking the "Send" button, the courier will be called and an information message will appear about the time the courier will arrive.



To cancel a courier pickup click on the red X button next to the arrival time.



Support emails

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