



**P A L M E T T O**  
DIGITAL MARKETING GROUP

# “Price & Quantity File Upload”

## What is the Price & Quantity file?

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The Price & Quantity file allows sellers to make changes to the price and quantity of their current inventory without requiring all the fields the larger templates require.

## Required Fields:

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- SKU
- Price
  - Do not enter a dollar sign in this field
- Quantity
  - Seller Fulfilled Products- enter the number of units currently in your inventory
  - Amazon Fulfilled Products- leave this field empty if FBA
  - If you are only adjusting the prices the quantity field can be left blank

## Optional Fields:

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- Minimum seller allowed price
  - This field protects sellers from listing their product under a specific price. If the price is updated lower than the minimum seller allowed price the listing will become inactive
- Maximum seller allowed price
  - This field protects sellers from listing their product above a specific price. If the price is updated higher than the minimum seller allowed price the listing will become inactive
- Handling time
  - This field indicates the number of days from when you receive an order and when you can ship the item
- Fulfillment channel

## Download Instructions:

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- Hover over the “catalog” tab
- Select “add products via upload”
- Select “get price & quantity template”
- Select the marketplace you would like to download the template under

## Upload Instructions:

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- Follow the above steps to access the upload page
- Once you have arrived at the page select “upload your inventory file”
- From this page you will search for your template and select “upload file”

## How To View Template Upload Progress:

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- Follow the above steps to access the monitor upload page
- Once you have arrived at the page select “monitor upload status”
- A batch ID will be generated as soon as Amazon receives & accepts the upload
- Your template will appear as “in progress” until the template upload has completed
- Once the upload has completed the status will say “done”
- From there you can view the template that was uploaded and fix any errors that may occur
- If you need any assistance once the upload has completed, you can contact PDMG directly and we will be happy to assist you further