

STEP BY STEP GUIDE – HOW TO ENABLE SMALL AND LIGHT SELECTION

FBA Small and Light is a fulfilment solution with Fulfilment by Amazon (FBA) for Amazon.co.uk for certain fast-moving, small and light products (ASINs) with a price under £7 and meeting the eligibility criteria below. Your SKUs have to be approved by Amazon before you can send stock for FBA Small and Light. In order to submit your SKUs for the Small and Light program, you have to follow these steps:

1. Select your potential eligible ASINs according to the Small and Light ASINs criteria
2. Decide on sending your units either with your barcodes (EAN) or labelled with Amazon stickers
3. Create a Merchant Fulfilled (MFN) SKU in the format 'SnL_UK_YourSKU' (you can choose a different format but we advise you to use a format that you can associate to FBA Small and Light)
4. Submit your SKUs for approval onto the Small and Light program (only SKUs that have been approved on the Small and Light program can be sent to the Small and Light Fulfilment Centre)
5. Create your Small and Light shipment

1. FBA Small and Light ASINs Criteria

- Price for each ASIN (below £7)
- Package weight for each ASIN (Max 220 grams)
- Package length for each ASIN (Max 30 cm)
- Package width for each ASIN (Max 21 cm)
- Package height for each ASIN (Max 2 cm)

2. Decide if you are sending your SKUs with your barcodes (EAN) or Amazon labels

- If you do not have barcodes on your products, you will need to label the units with Amazon labels
- The labels will be automatically generated when creating your first shipment
- If you have barcodes on your products and the barcodes match the barcodes in Amazon's catalogue, you can send your products without Amazon labels
- How do I know if my barcode matches Amazon's catalogue? When you enter your barcode (EAN) in the Amazon.co.uk search bar and it returns your listing only (only one listing), then your barcode matches Amazon catalogue. If it returns zero results or another listing or more than one listing, you need to label your units
- Enable 'Stickerless' from your Fulfilment By Amazon Settings if you would like to send your SKUs without Amazon labels. **You need to do this step before creating Small and Light SKUs.** Seller Central -> Settings -> Fulfilment By Amazon -> Inventory Settings -> Stickerless, Commingled Inventory -> Edit -> Enabled

3. Create Small and Light SKUs (SnL_UK_YourSKU) – Inventory Loader File

- **Create an MFN SKU (do not convert MFN SKU to FBA)**
- Download 'Inventory Loader File' from 'Seller Central' -> 'Inventory' -> 'Add Product Via Upload' -> 'Download Template' -> 'Inventory Loader File'
- Complete the file as follows (also see tabs for instruction):
 - Enter the SnL SKU (format "SnL_UK_YourSKU" or other) in column A of the Inventory Loader File
 - Enter the corresponding ASIN in column B of the Inventory Loader File
 - Complete the Price column (optional)
 - Complete column C (Product type) with the number 1 (from the drop down) for all the rows
 - Complete column D (Price)
 - Complete column G (Item condition) with the number 11 (from the drop down) for all the rows
 - Complete column M (Fulfilment Centre ID) with 'DEFAULT_' (from the drop down) for all the rows
 - Leave all the other columns blank
- Save the file as 'Text Tab Limited'
- Upload the file in 'Seller Central' -> 'Inventory' -> 'Add Product Via Upload' -> Select 'Inventory Loader File' -> 'Browse' -> Choose your Text Tab Limited File -> 'Upload'
- Click on Refresh button to see the results (can take up to 20 minutes)
- If 'Number of records processed from this upload' = 'Number of records that were activated', then your Small and Light SKUs have successfully been created
- If 'Number of records with errors > 0', you can click on 'View The Processing Report' to understand the error
- Common errors: One row was not filled in; One extra row was filled in; The file was not saved as Text Tab Limited.

4. Submit Your SKUs for approval onto FBA Small and Light

- Submit your Small and Light SKUs to be approved onto the Small and Light program by clicking [here](#)
- Download the template
- Enter your SnL SKUs in column A of tab 'Upload' and **make sure there are no spaces before or after the SKUs**
- Save as Text Tab Limited
- Upload your file
- Click on 'View the processing Report'
- Select the content of the Notepad (Control + A)
- Copy the content of the Notepad (Control + C)
- Paste the content in an excel file (Control + V)
- All the SKUs that have the message 'The product has been enrolled into the FBA Small and Light programme' can be sent to the Small and Light Fulfilment Centre
- All the SKUs with other error messages cannot be sent to Small and Light. We are constantly improving the Small and Light program so your listings might be eligible in the future. Please try again in a few weeks
- If the error message is: "The product is missing package dimensions in the selected marketplace", you need to upload the product weight, package height, package width, package length and package weight in Seller Central -> 'Inventory' -> 'Manage Inventory'-> Click on 'Edit' on the right side of the listing -> Click on 'More Details' tab and fill in 'Product Weight', 'Package height', 'Package Width', 'Package Length and 'Package Weight'. Then, re-submit your SKUs to be approved on the Small and Light program using the steps above
- Amazon reserves the right to decide which SKUs are eligible for the Small and Light program. If Amazon determines that any SKUs should be packaged in a large envelope, please note that the FBA Small and Light fees will be increased to £1.05 (Small and Light large envelope)

5. Upload SKUs product and package dimensions with flatfile

- Use flatfile [Consumer Electronics](#)
- You must use this flatfile for all your SKUs even if they are not in Consumer Electronics category in order to update the relevant dimensions for the Small and Light Program
- Enter the SnL SKU in Column A
- Select 'Partial Update' from Column K
- Enter 'Item Weight' in Column AG.
- Enter 'Item Weight Unit Of Measure', 'GR' in Column AH
- Enter 'Package Height' in Colum AY
- Enter 'Package Width' in Column AZ
- Enter 'Package Length' in Column BA
- Enter 'Package Dimensions Unit Of Measure': 'CM' in Column BB
- Enter 'Package Weight' in Column BC
- Enter 'Package Weight Unit Of Measure': 'GR' in Column BD
- **Make sure you do not fill in any other column**
- Save as Text Tab Limited
- Upload as 'Inventory Files For Non-Media Categories' in 'Inventory' -> 'Add Product Via Upload' -> 'Text' (do not use the Excel option) -> 'Upload'
- Click on Refresh button to see the results
- If 'Number of records processed from this upload' = 'Number of records that were activated', then your Small and Light SKUs have successfully been created
- If 'Number of records with errors > 0', you can click on 'View The Processing Report' to understand the error
- Common errors: One row was not filled in; One extra row was filled in; The file was not saved as Text Tab Limited
- Re-submit your SKUs for approval onto FBA Small and Light by repeating the steps described in point

6. Create Small and Light Shipment

- You can now create a shipment as your would do it for FBA
- Convert your Small and Light SKUs to FBA (only if they have been enrolled into the Small and Light Programme) in 'Seller Central' -> 'Inventory' -> 'Manage Inventory' -> Select Your Small and Light SKUs that have been enrolled into the FBA Small and Light Program -> Click on 'Action' above all listings -> 'Convert to Fulfilment By Amazon' -> 'Convert and Send Inventory' -> 'Continue To Shipping Plan'

- Enter the quantities you would like to send for each of your SKUs. **The minimum quantity per SKU is 30 units**
- Click on 'Continue' to preparation requirements tab and click on 'Continue' to go on the Labels tab
- Print the Amazon labels (if you have decided to use Amazon labels) and stick them on each of your units
- Click on 'Continue'
- **Ensure the shipment is going to EUKA** (the Small and Light Fulfilment Centre) on Seller Central. If Seller Central allocates the SKUs (or part of the SKUs) to another Fulfilment Centre, your SKUs have not been enrolled on the Small and Light Program
- Units of SKUs not enrolled on the Small and Light program and sent to EUKA (the Small and Light Fulfilment Centre) will be rejected
- Units of Small and Light SKUs sent to any other fulfilment centre will be treated as normal FBA and charged FBA
- **EUKA (UNO warehouse) address:**
The Beanie House Ltd - UNO UK
Units 9 – 10 Manasty Rd
ORTON SOUTHGATE
PE2 6UG United Kingdom
- Click on 'Approve the Shipment' and then 'Work on Shipment'
- Review your listings and units, choose your carrier, print the box labels (each label is unique, do not copy)
- Schedule a collection with your carrier and make sure the shipment is delivered at EUKA
- Confirm the Shipment in 'Seller Central' -> 'Inventory' -> 'Manage FBA Shipment' -> 'Work On Shipment' -> 'Confirm Shipment' -> Mark the Shipment as 'Shipped'
- **Enter your prices for your SKU in 'Seller Central' -> 'Inventory' -> 'Manage FBA Inventory' -> Prices columns -> Click on 'Submit Prices'**. You can edit your prices at any time
- As soon as your units are received at the Small and Light Fulfilment Centre, your listings will be live on amazon.co.uk

Repeat all the steps to add more listings on the Small and Light Program.