

Shipment Tracking

Once an order has shipped out, you can find the tracking information for that order directly in Sage. An easy way to check if an order has shipped out is to put the order number into Sales Order and Quote History and see if the "Invoices" button in the upper right corner is clickable. If it is, at least a portion of the order has shipped.

Clicking the Invoices button will pull up a list of all the invoices for the order. There could be multiple if the order shipped from multiple warehouses or shipped in multiple parts.

Clicking on an invoice will open [Invoice History Inquiry](#). From here, you can see the Ship Via that was used for the order. If it's FedEx or UPS, you can see a breakdown of the boxes and their tracking numbers by clicking the "Tracking" button.

You can also click the button that looks like a box on the right side to pull up the tracking for that package on the carrier's website.

If the order was sent LTL, the tracking number is usually listed in the Comment line

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