

Email Templates

Field Replacement	Data It Uses	Notes
[Order #]	OrderNumber	
[Scan Order #]	OrderNumber without dashes	
[Order Date]	OrderDate	
[Ship Date]	ShipDate	
[Buyer Name]	BillName	
[Username]	Username	
[Payment Date]	PayDate	
[Store Company Name]	Store.CompanyName	
[Store Phone]	Store.Phone	
[Store Name]	Store.StoreName	
[Store Logo]	Store.Logo	
[StoreFacebookUrl]	Store.Facebook	
[StoreTwitterUrl]	Store.Twitter	
[StoreInstagramUrl]	Store.Instagram	
[Store Website]	Store.Website	
[Store Email]	Store.PublicEmail	
[Shipping Service]	SelectedService.Name	
[Carrier Name]	SelectedService.Carrier.Name	
[Requested Shipping Service]	RequestedShippingService	
[Internal Notes]	InternalNotes	
[Notes to Buyer]	NotesToBuyer	
[Notes from Buyer]	NotesFromBuyer	
[Custom Field #1]	CustomField1	
[Custom Field #2]	CustomField2	

[Custom Field #3]	CustomField3	
[Recipient Address]	ShipStreet1; ShipStreet2; ShipStreet3; ShipCity, ShipState, ShipPostalCode, ShipCountryCode	
[Recipient Name]	ShipName	
[Recipient Email]	ShipEmail	
[Recipient Phone]	ShipPhone	
[Gift Message]	GiftMessage	
[Tracking #]	TrackingNumber	
[USPS Zone]	USPS Zone based on WarehousePostalCode and ShipPostalCode	
[Item List]	ItemSKU; ItemName; ItemQuantity	Can include one or more field attributes which will adjust the contents of the item list. See below for details.
[Item List IMAGES]	Adds ItemImageURL to [Item List]	
[Item List NOSKU]	Removes ItemSKU from [Item List]	
[Item List HIDEZERO]	Removes any item with a price of \$0.00 from [Item List]	Does not include products with a price of \$0.00 or less
[Item List SHOWOPTIONS]	Adds ItemOptions to [Item List]	
[Item List EXTERNALID]	Adds ItemExternalId to [Item List]	mostly used for the eBay Item #
[Item List SHOWCOST]	Adds ItemPrice to [Item List]	
[Item List ProductSku]	Adds ProductSKU to [Item List]	Used to display the master product SKU when using alias SKUs