

HOW TO UPLOAD TRACKING INFORMATION TO MY EBAY



1. Go to the **Sold** section of My eBay.
2. Select the check box next to the item you want to add a tracking number for.
3. Click the **Add tracking number** button.

The screenshot shows the 'Sold' section of the eBay My eBay interface. At the top, there are filters for 'Period' (Last 60 days) and 'Sort' (Time ended: recent first). Below this is a table of sold items. Two items are visible, both with checkboxes selected. The first item is a 'Logitech M185 Wireless Laser Mouse' sold for \$0.99 on 01/25/16. The second item is also a 'Logitech M185 Wireless Laser Mouse' sold for \$0.99 on 01/21/16. At the bottom of the table, there is a row of action buttons: 'Delete', 'Print shipping labels', 'Sell similar', 'Relist', 'Add note', 'Add tracking number', and 'Add to list'. The 'Add tracking number' button is highlighted with a red box.

4. On the **Add/Edit/Delete Tracking Number** page, enter the tracking number.

Tips:

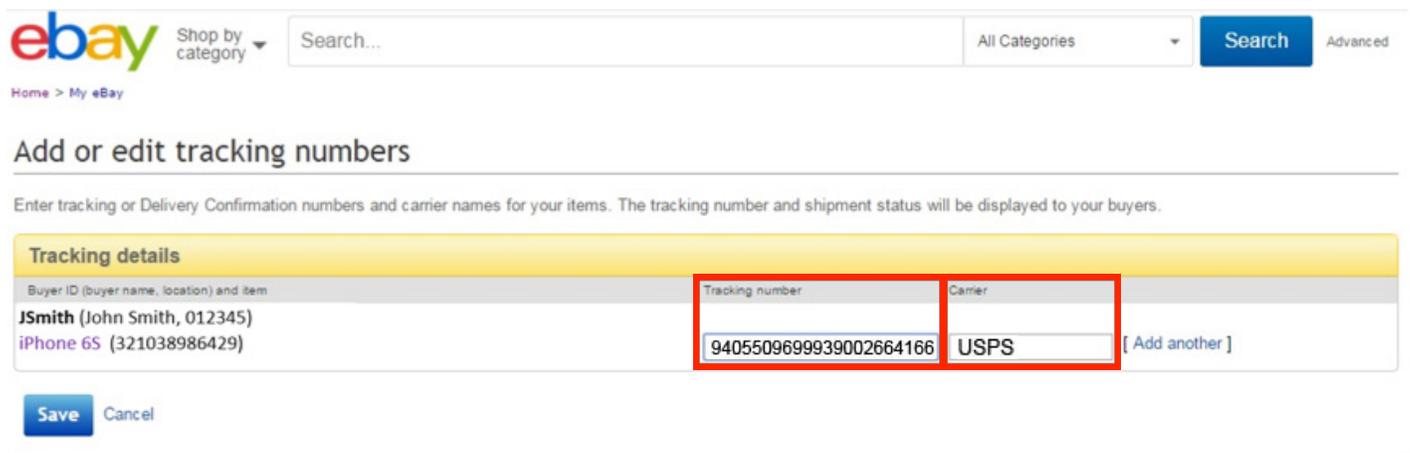
- Only type the tracking number (no other details)
- Enter only one tracking number per line

5. Enter the carrier name

Tips:

- Only type the carrier's name (no other details)
- Try to use the suggested spelling as you type the carrier name
Spelling used: USPS, FedEx, DHL, DHL Global Mail

6. Click the **Save** button.



Home > My eBay

Shop by category Search... All Categories Search Advanced

Add or edit tracking numbers

Enter tracking or Delivery Confirmation numbers and carrier names for your items. The tracking number and shipment status will be displayed to your buyers.

Tracking details		
Buyer ID (buyer name, location) and item	Tracking number	Carrier
JSmith (John Smith, 012345) iPhone 6S (321038986429)	9405509699939002664166	USPS [Add another]

Save Cancel

Once you've uploaded tracking information, it appears in the following places:

- The item's Order Details page
- My eBay
- Feedback page
- Automated Order Update email

Additionally, uploaded information is integrated into the [eBay Resolutions](#) flow.

When you upload tracking, we'll send your buyer an email with the shipping tracking number so they can rest assured that their item is on its way.