

Freight Zones

Freight Zones

Purpose and when to use this record

Define a delivery area and its freight treatment so shipping charges can be applied consistently.

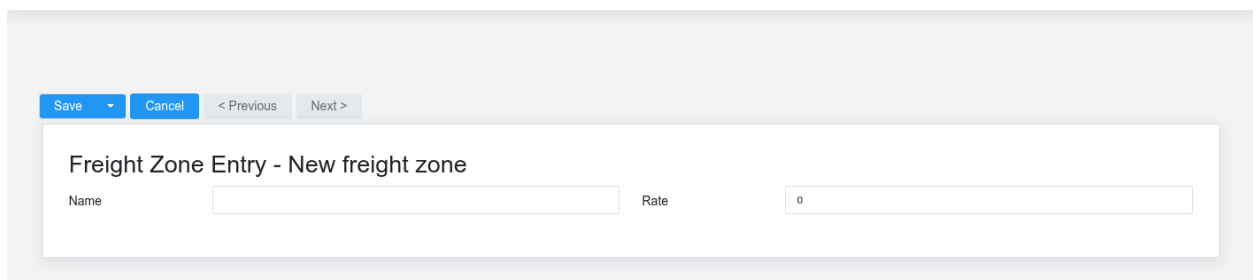
At a glance

- **Identify it by: Name.**
- **Why care:** These master records supply defaults and choices to later transactions. Correct duplicates and inactive records before staff build more activity on the wrong record.

Before you begin

You need the Brisk permission for the action you are taking on freight zones. If a Create, Edit, or Delete control is absent, do not work around it with another user's account; ask an administrator to review your role.

Create a freight zone

The screenshot shows a web form titled "Freight Zone Entry - New freight zone". At the top, there are four buttons: "Save" (with a dropdown arrow), "Cancel", "< Previous", and "Next >". Below the title, there are two input fields. The first is labeled "Name" and is empty. The second is labeled "Rate" and contains the value "0".

The Freight Zones create screen in the Brisk documentation demo.

Create a freight zone only when the existing choices do not represent the policy or classification you need. Near-duplicate setup values split reporting and make later selection harder.

1. Select the business context first.
2. Enter the required identifying and operational values: **Name**.
3. Review **Rate** against the source document or approved setup decision.
4. Save the freight zone, then confirm **Name** on its detail page before continuing.

After saving: Open **Customers** and confirm the freight zone appears with the intended label and availability. Keep the old value for historical records when changing it would split or relabel prior reporting.

Delete a freight zone

Delete this freight zone only if it is an unused duplicate or setup mistake. Once other records refer to it, preserve that history and make the value inactive when the screen provides that option.

Before confirming, check for related **Customers**. Brisk may refuse deletion when another record depends on this one; resolve the duplicate or use the supported correction workflow instead of breaking the trail.

On the confirmation page, verify **Name**. After confirmation, return to the Freight Zones list and make sure only the intended freight zone was removed.

Review freight zone details

Use the detail page as the shared record of what this freight zone currently means. Verify **Name**, and **Rate** before relying on it for a decision.

Compare the freight zone with its source document or approved setup request before deciding that it needs correction.

Next check: Open **Customers** and confirm the freight zone appears with the intended label and availability. Keep the old value for historical records when changing it would split or relabel prior reporting.

Edit an existing freight zone

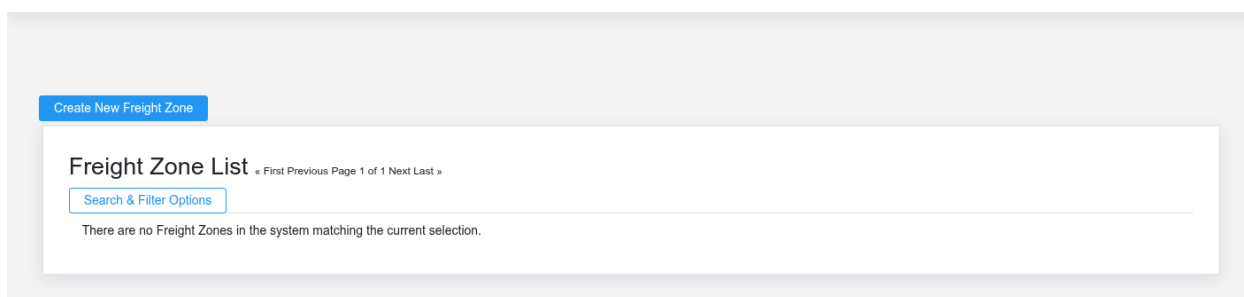
Edit this freight zone when the underlying policy or classification changed. First determine whether historical transactions should retain the old value; if so, deactivate the old choice and create a new one.

1. Open the detail page. Compare **Name** with the supporting document or approved request.

2. Recheck the identifying information shown on the screen. These values are most likely to change future transactions, defaults, assignment, pricing, and reporting.
3. Save the change, return to the list, and confirm that the freight zone now appears under the expected **Name**.

After the change: Open **Customers** and confirm the freight zone appears with the intended label and availability. Keep the old value for historical records when changing it would split or relabel prior reporting.

Find and review freight zones



The Freight Zones list screen in the Brisk documentation demo.

Use the Freight Zones list to find the correct record before opening or changing it. Compare **Name**. Compare the full identifier rather than relying on a similar name.

Open the freight zone whose **Name** match the task. If it is missing, clear the list filters and recheck the identifying information shown on the screen rather than creating a replacement immediately.

Fields and business rules

Brisk stores 2 user-relevant fields for this freight zone, including 0 linked-record selections and 0 controlled-choice fields. Create and edit screens may hide calculated or workflow-managed values from this full reference.

Field	Required	What it controls
Name	Yes	Human-readable name for this freight zone.
Rate	No	Determines the dollar amount charged per weight unit on an order. Weight unit can be selected in the system settings.

What happens next

Open **Customers** and confirm the freight zone appears with the intended label and availability. Keep the old value for historical records when changing it would split or relabel prior reporting.

Common mistakes and troubleshooting

- **The record will not save:** Recheck **Name** and any message beside the field. A required related record may also be inactive or unavailable to your role.
- **The values look right but the result is wrong:** Compare this freight zone with the source document or approved setup decision, then check the downstream screen where it is used.

Revision #3

Created 2026-08-10 16:08:48 UTC by Brisk

Updated 2026-08-10 20:27:54 UTC by Brisk