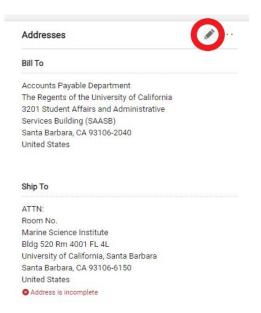
How To Manually Enter Shipping Address



• On the Requisition Summary page, click the "Pencil" button in the Addresses section of the document. This will allow you to search for a different address.



- In the current address section, search "One" in the search bar.
- When the one time address appears in the search results, click on it. This will then allow you to custom input an address.

