



How to Add a MyFBAPrep Warehouse

To Seller Central for Prep Permissions



To ensure MyFBAPrep can fully manage your inventory prep, labeling, and shipment needs within Amazon Seller Central, you must grant us specific permissions. These permissions allow us to create shipments, generate FNSKU and box labels, and handle all backend fulfillment processes efficiently on your behalf.



Invite MyFBAPrep to Your Seller Central Account

Go to Settings > User Permissions

Under “Add a New Seller Central User,” enter the appropriate warehouse contact email: warehouse76@myfbaprep.com (or another as directed)

Click “Send Invitation”

Step 1





Step 2

Assign Proper Roles After Acceptance

Once the invitation is accepted:

- Go to Settings > User Permissions again
- Under “Current Users,” find the MyFBAPrep user
- Click “Manage Permissions” and assign the following:

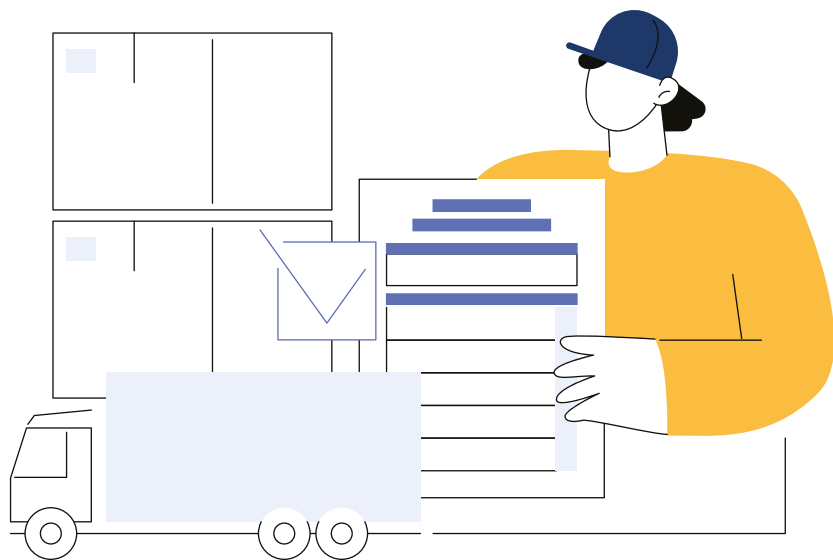
Section	Required Permissions
Inventory	✓ Manage Inventory ✓ Add a Product ✓ Upload Inventory Files
Orders	✓ View and Edit
Shipping	✓ Manage FBA Shipments ✓ Manage Shipping Settings
Reports	✓ Fulfillment Reports
Settings	✓ View Your Info & Policies (optional but helpful)

Why These Permissions Are Critical

- We cannot create or manage FBA shipments without these
- We cannot pull FNSKU or box labels from your account
- We cannot efficiently receive or process inventory, leading to avoidable delays

Let us know once access has been granted—we’ll take it from there!

Need help? We’re happy to hop on a Zoom to walk you through it





Contact information

 hello@myfbaprep.com  www.myfbaprep.com