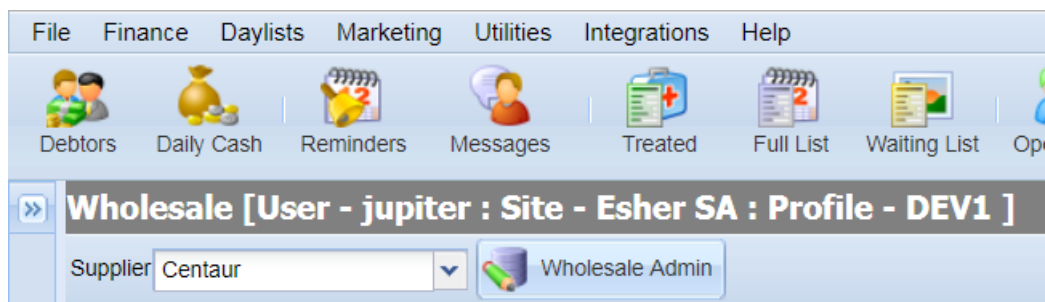# Wholesale Admin

Summary

This area of Merlin is used to configure your practice's Wholesale Account settings.

Details

Configuring Wholesale Admin

1. Navigate to **Utilities > Wholesale**.

2. Select the '**Wholesale Admin**' button.

3. Select the '**Account configuration**' button.

Wholesale Administration for Centaur

Supplier   Centaur

Details

Site   Esher SA   Order Type   Order   Method   FTP

File Name   CENTAUR

File Path   centaur

Address   62.173.118.73

Download Path   updates

Upload Path   updates

Account Configuration   Save   Reset   Clear

4. Accounts can be added from this screen.

Note: More than one account for wholesalers can be added meaning orders can be created and sent from multiple accounts.

Adding a New Account

1. Navigate to **Utilities > Wholesale**.

2. To add a new Account, insert the new details into the fields provided and select '**Add New**'.

3. The new account is added to the system.

Active	Account No.	Name	Description
✔	S17-1		Large Animal Account
✔	S17-2	Small Animal	Small Animal Account

Wholesale Account Configuration

4. When placing a New Order users can use the drop down in the New Order tab to select which wholesaler account they want to use.

Wholesaler Account