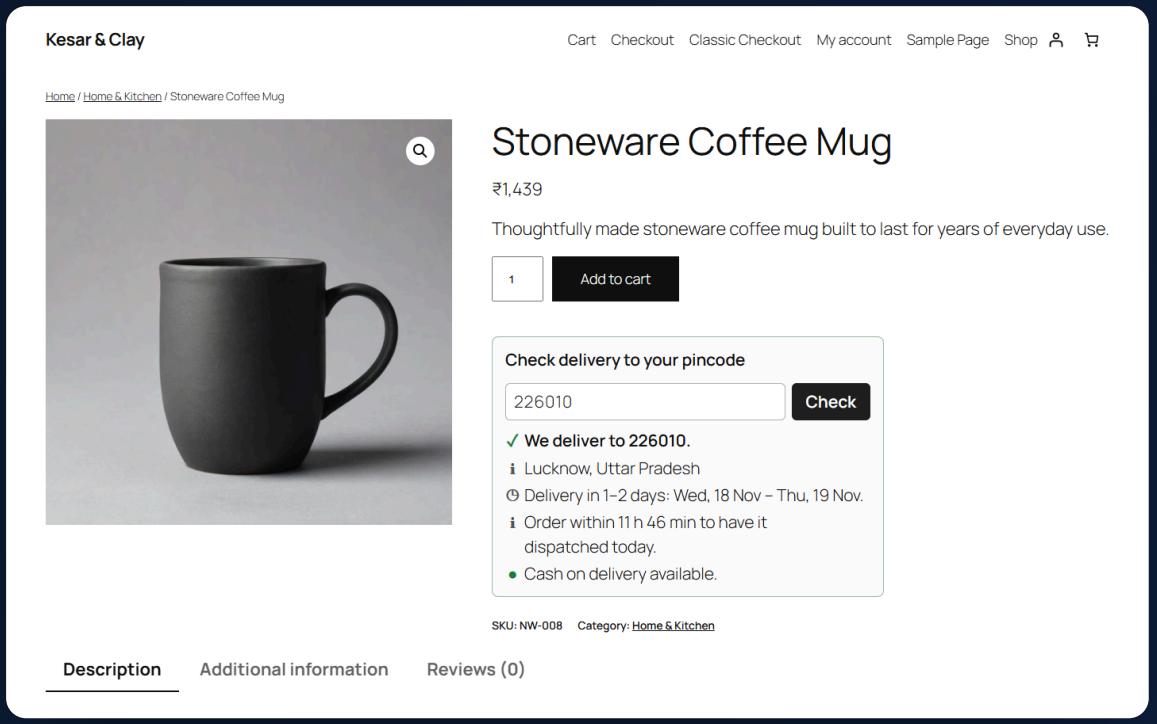
CODE CRAFT
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WOOCOMMERCE PLUGIN · USER GUIDE

PinPost — WooCommerce Pincode Checker

Version 1.0.0 · Installation, licence activation, every setting explained, FAQ and troubleshooting.



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PinPost — user guide

PinPost is a WooCommerce pincode checker. Shoppers type their pincode, ZIP or postcode on the product page and see whether you deliver there and when the parcel should arrive. Codes you do not serve can be stopped at checkout.

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1. Installation

1. Install and activate **WooCommerce** (8.0 or newer).
2. In WordPress go to **Plugins** → **Add New** → **Upload Plugin**, choose the PinPost zip and click **Install Now**, then **Activate**.
3. A new **PinPost** item appears in the admin menu.

The Pro zip replaces the free copy in place (same folder), so your pincode list and settings are kept when you upgrade.

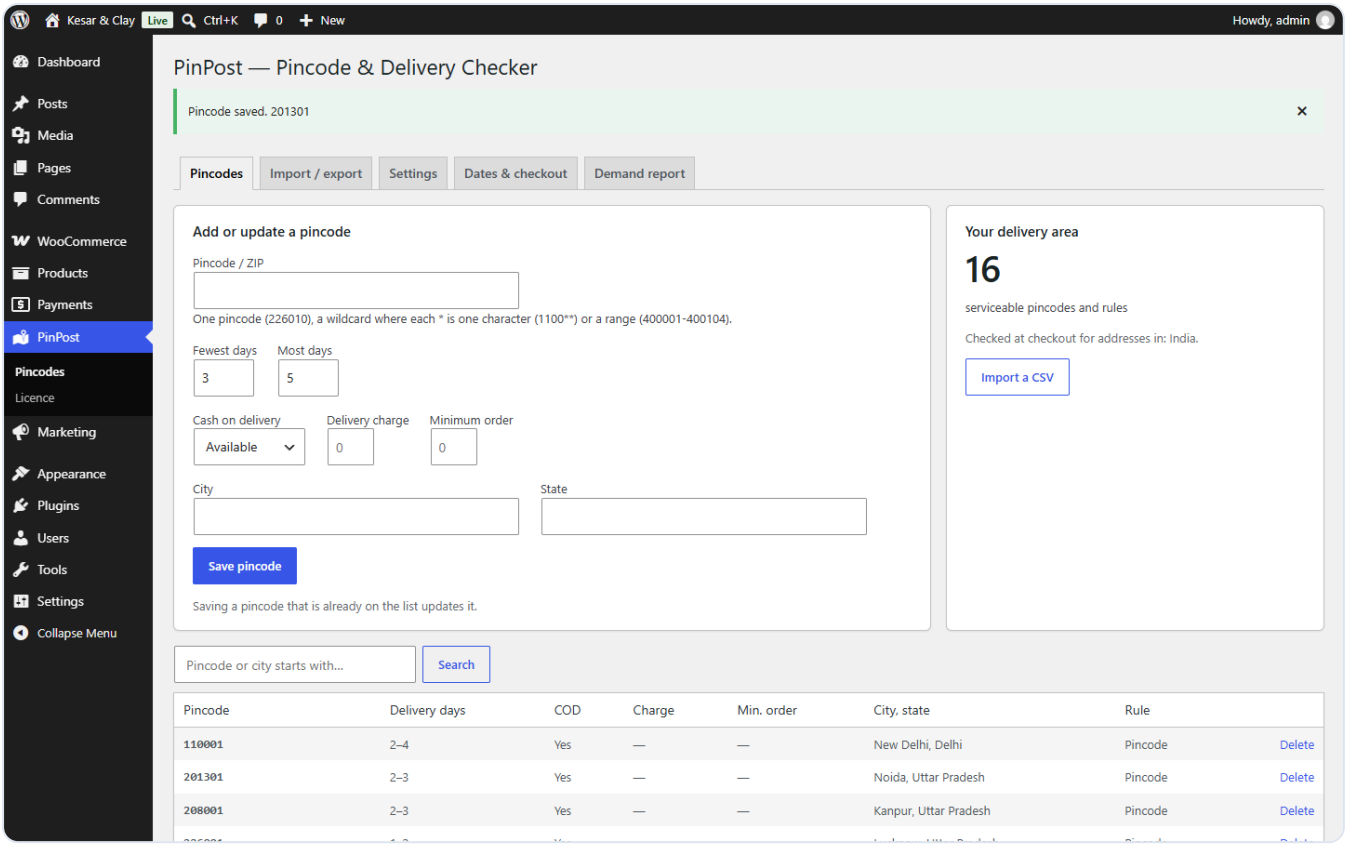
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2. Licence activation (Pro)

1. Go to **PinPost** → **Licence**.
2. Paste the licence key from your Code Craft purchase e-mail and click **Activate**.
3. The status changes to **Active** and the Pro tabs (**Dates & checkout**, **Demand report**) appear.

Monthly and yearly licences switch the Pro features off when they end and back on as soon as they are renewed (use **I have paid — check again** after paying). Your pincode list, the Pro columns (COD, charge, minimum order, city, state), wildcard and range rules and the demand report are kept while the licence is off; the free features keep working. One licence is for one website.

3. Pincodes tab

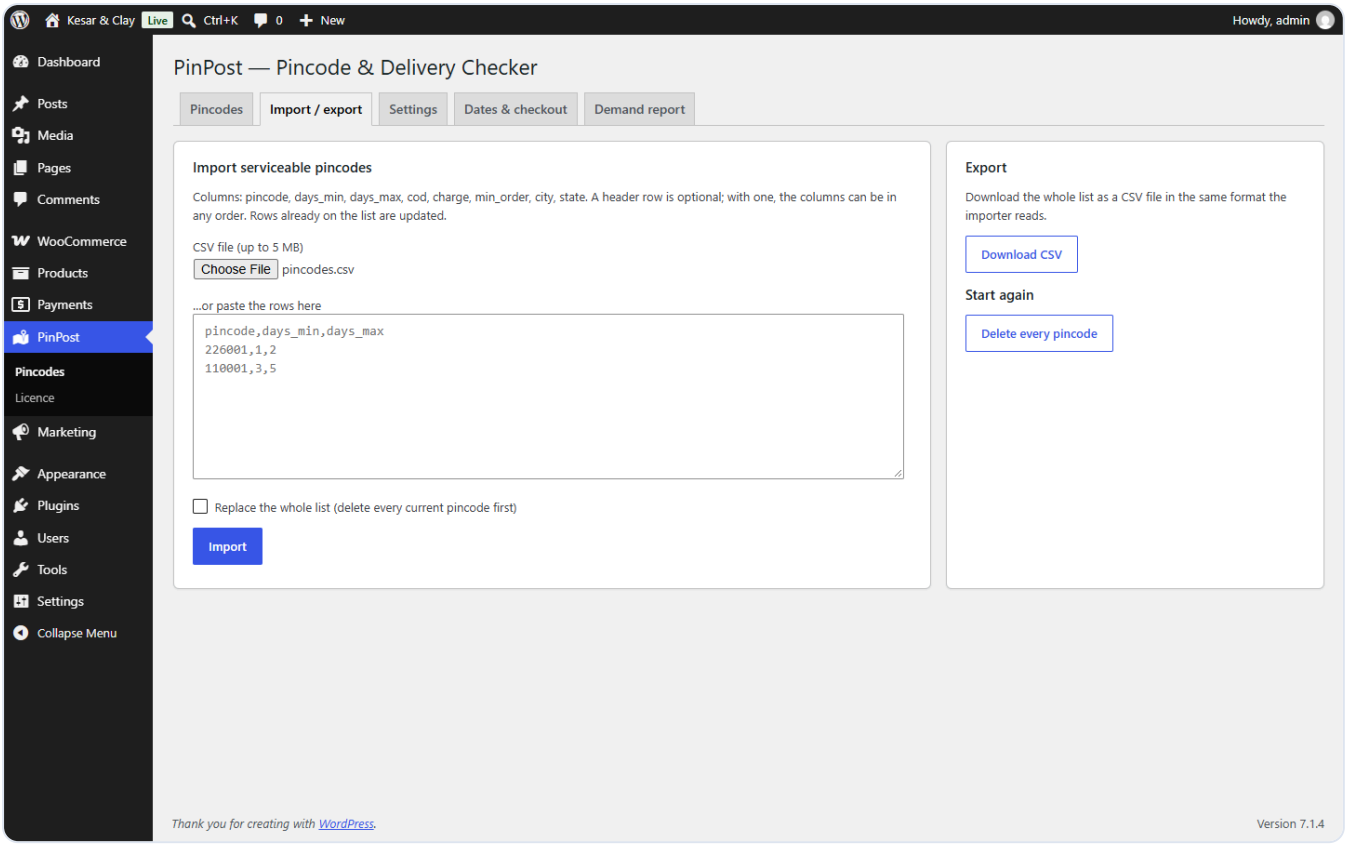


Pincode list with COD, charge, minimum order, city and rule type

- **Add or update a pincode** — type the code, the fewest and most delivery days and click **Save pincode**. Saving a code that is already on the list updates it.
- In Pro the code can also be a **wildcard** (`1100**` , each `*` is one character) or a **range** (`400001-400104` , same number of digits on both sides), and each row has **Cash on delivery** (Available / Not available), a **Delivery charge**, a **Minimum order**, a **City** and a **State**.
- **Your delivery area** shows how many codes and rules are on the list and which countries are checked at checkout.
- **Search** finds codes (or, in Pro, cities) that start with what you type. **Delete** removes one row.

When a code matches more than one row, an exact pincode wins, then the narrowest range, then the wildcard with the fewest `*` .

4. Import / export tab



CSV import screen

1. Choose a CSV file (up to 5 MB, 50,000 rows) or paste the rows into the box.
2. Tick **Replace the whole list** only if you want to delete every current code first.
3. Click **Import**. The notice says how many rows were saved and which lines were skipped (for example a code that is too short).

Columns: `pincode, days_min, days_max` (Free) and, in Pro, `cod, charge, min_order, city, state`. Example:

```
pincode,days_min,days_max,cod,charge,min_order,city,state
226010,1,2,1,0,0,Lucknow,Uttar Pradesh
1100**,3,5,1,49,0,Delhi,Delhi
400001-400104,3,6,1,59,0,Mumbai,Maharashtra
560001-560103,3,6,1,0,2999,Bengaluru,Karnataka
```

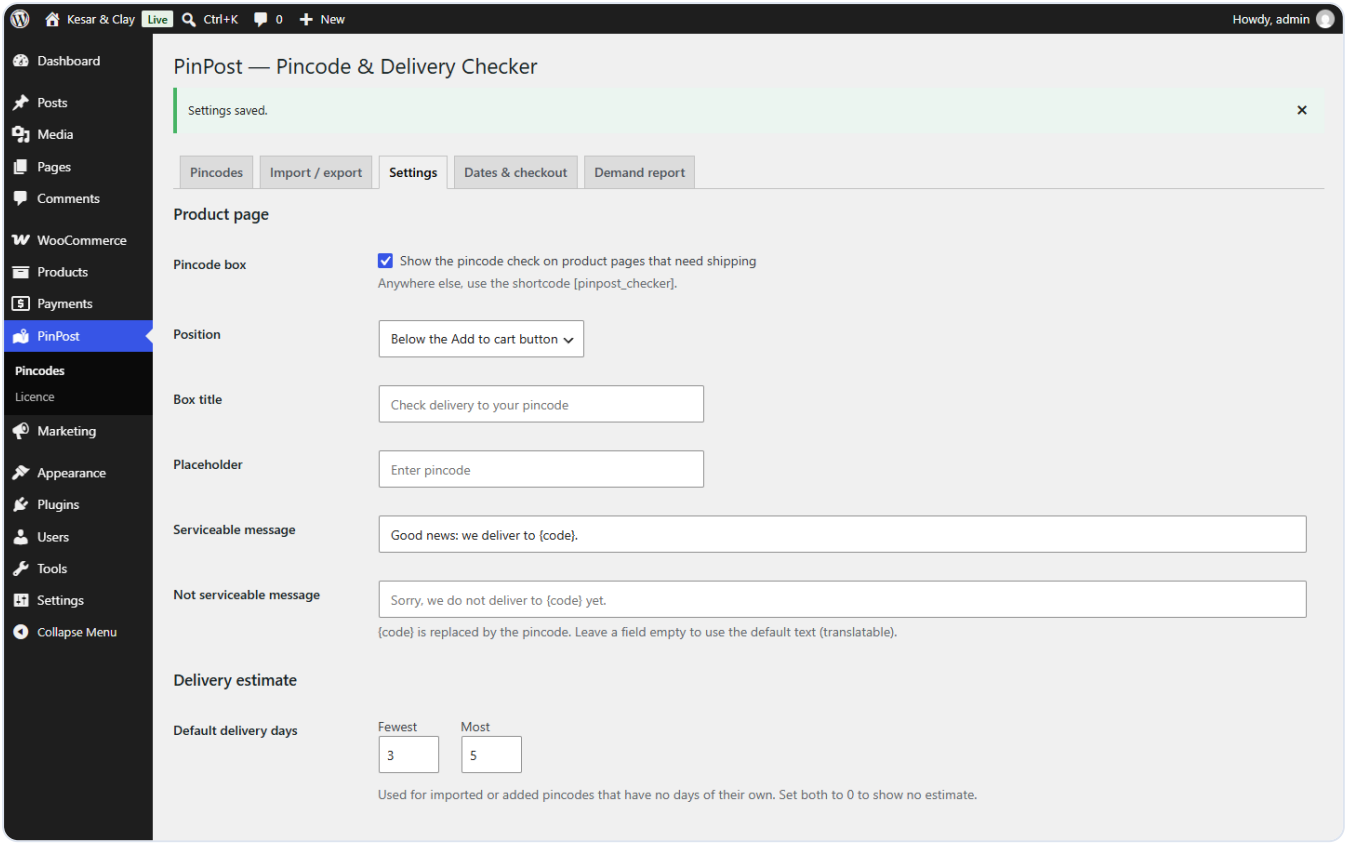
- A header row is optional; with one, the columns can be in any order (aliases such as `zip`, `postcode`, `min_days` are understood). A single `days` column sets both day values.
- `cod` is `1` (available) or `0` (not available). The state can be the full name or WooCommerce's code (`UP`, `MH`).
- Semicolons work as separators too. Spaces inside a code are ignored and letters are upper-cased. A US ZIP+4 (`12345-6789`) is stored as its 5-digit ZIP.

- Importing without the Pro columns never resets COD, charge, minimum order, city or state on rows that already have them.

Download CSV exports the whole list in the same format. **Delete every pincode** empties the list (you are asked to confirm).

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5. Settings tab

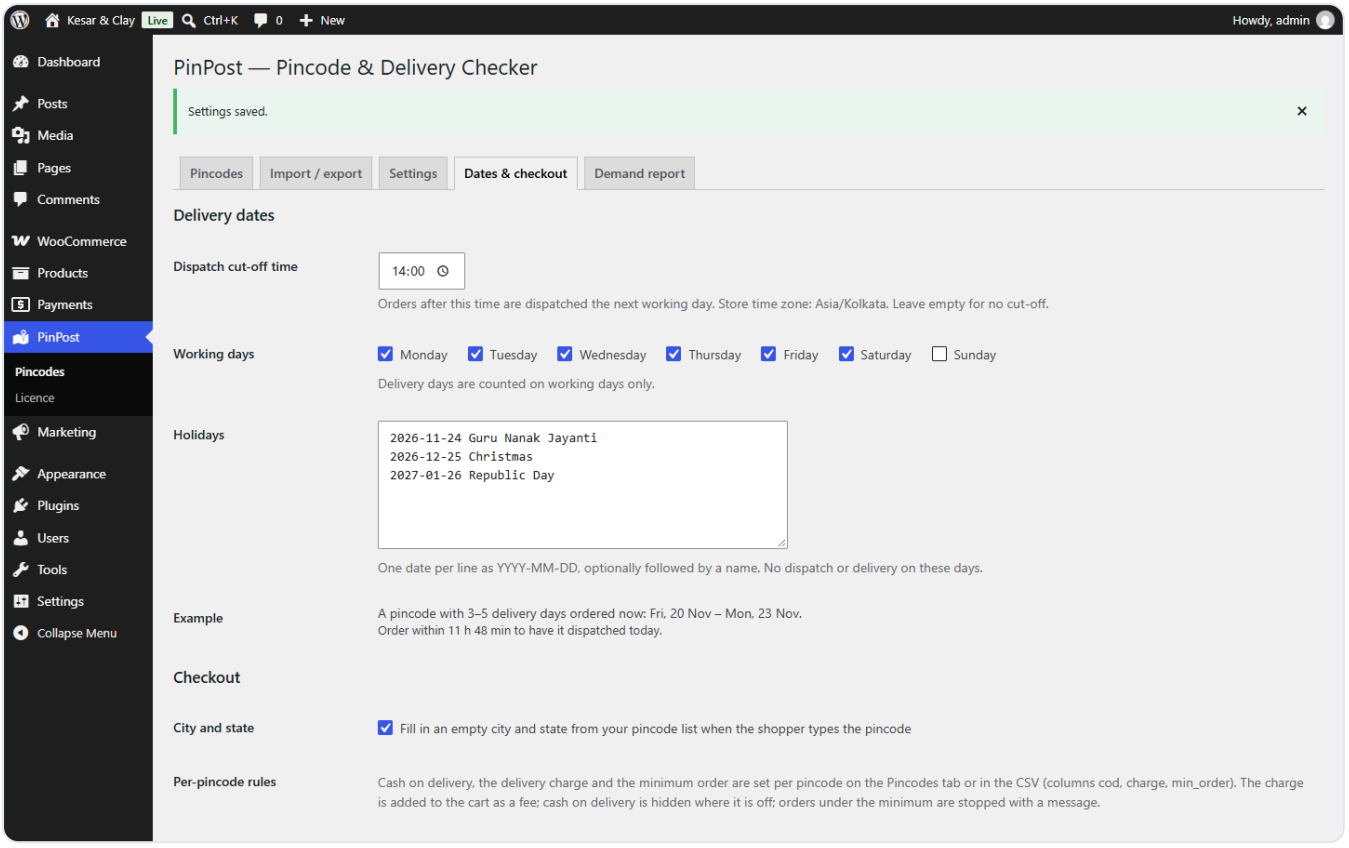


Settings tab

- **Pincode box** — show the check on product pages that need shipping; choose **below** or **above** the Add to cart button. Anywhere else, use the shortcode `[pinpost_checker]`.
- **Box title, placeholder, serviceable / not serviceable messages** — your own wording; `{code}` is replaced by the pincode. Leave a field empty to use the translatable default.
- **Default delivery days** — used for codes that have no days of their own. Set both to 0 to show no estimate.
- **Dates** — show the expected dates (e.g. *Delivery in 3–5 days: Thu, 20 Nov – Sat, 22 Nov*) or only the number of days.
- **Unserviceable pincodes** — stop the order at checkout when the delivery pincode is not on the list (block and classic checkout). Orders without anything to ship are never stopped.
- **Checkout message** — the message shown when an order is stopped.
- **Countries checked** — addresses in other countries are not checked. Empty means only the store's own country.

- **Checks per visitor per hour** — stops scripts reading your list through the pincode box (60 by default).
- **Delete all plugin data when the plugin is deleted** — off by default so your list survives a reinstall.

6. Dates & checkout tab (Pro)

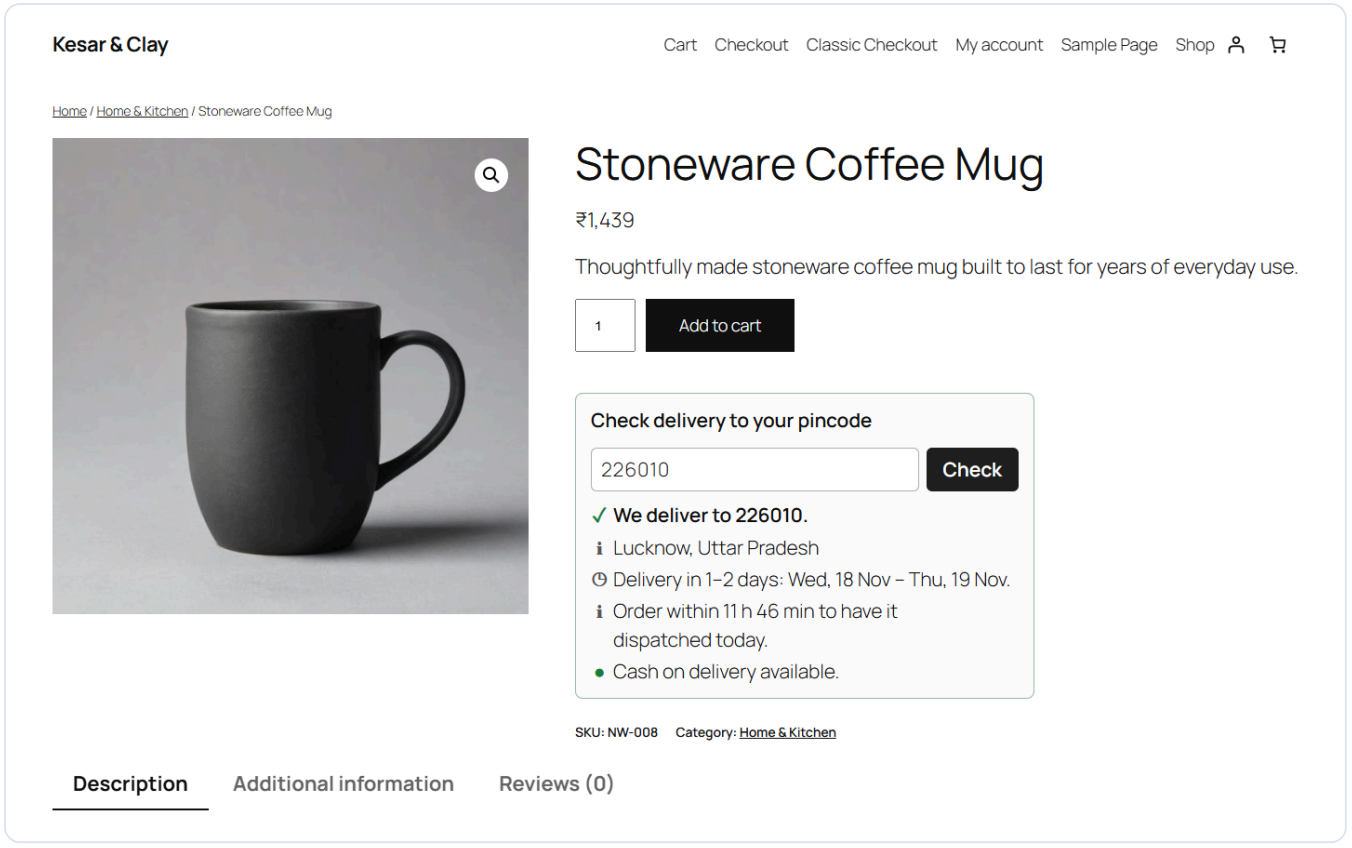


Dates and checkout tab

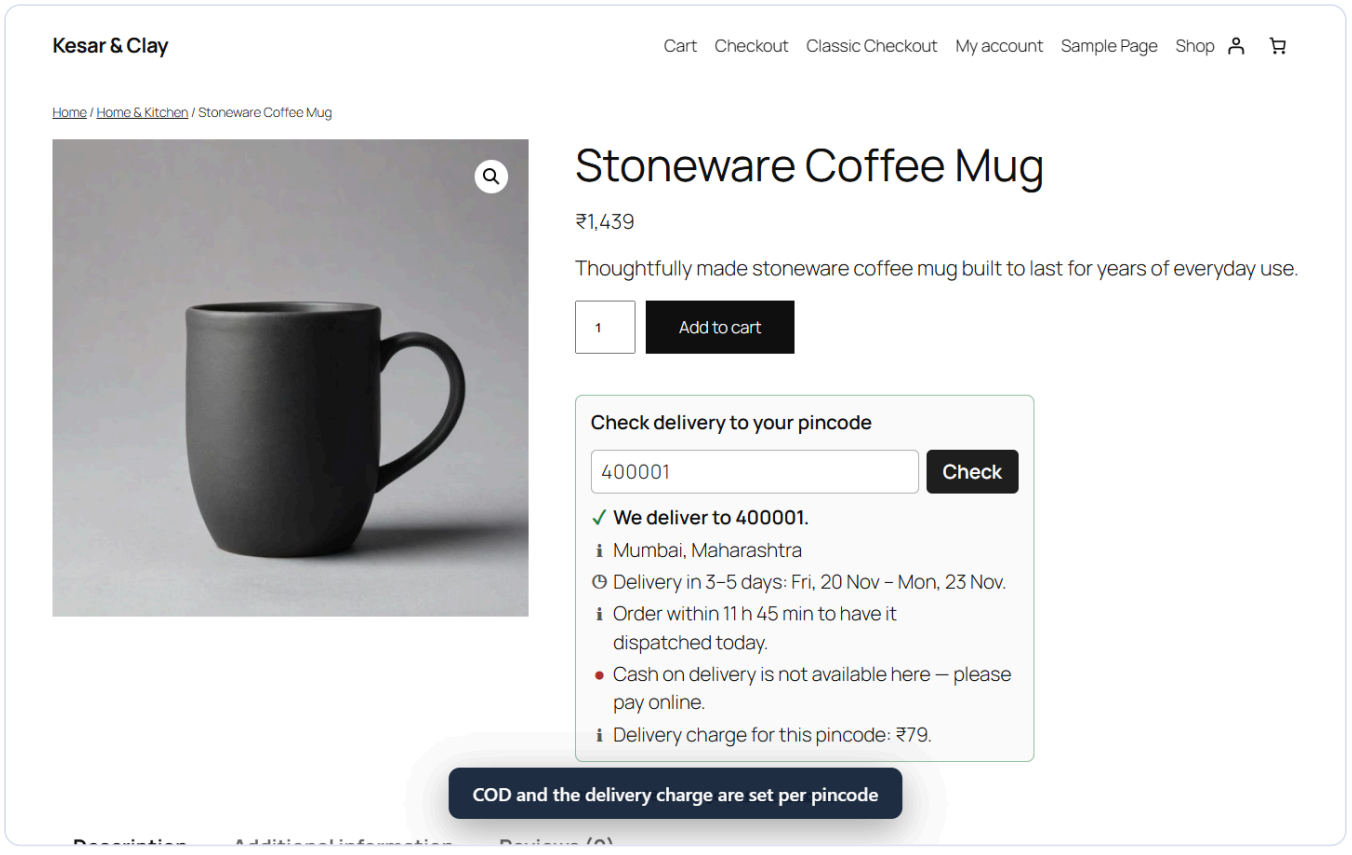
- **Dispatch cut-off time** — orders after this time (store time zone) are dispatched the next working day. The product page shows *Order within 3 h 30 min to have it dispatched today*, or after the cut-off *Orders placed now are dispatched on Wed, 25 Nov*.
- **Working days** — delivery days are counted on these weekdays only (Monday–Saturday by default).
- **Holidays** — one date per line as `YYYY-MM-DD`, optionally with a name. No dispatch or delivery on these days.
- **Example** — shows the dates a 3–5 day pincode would get right now.
- **City and state** — fill an empty city and state at checkout from your list when the shopper types the pincode (block and classic checkout).

Per-pincode rules set on the Pincodes tab work like this at checkout: the **delivery charge** is added to the cart as a fee named "Delivery charge (pincode)"; **cash on delivery** is hidden where it is off (and refused if somebody still sends it); orders under the **minimum order** are stopped with a message saying how much more is needed.

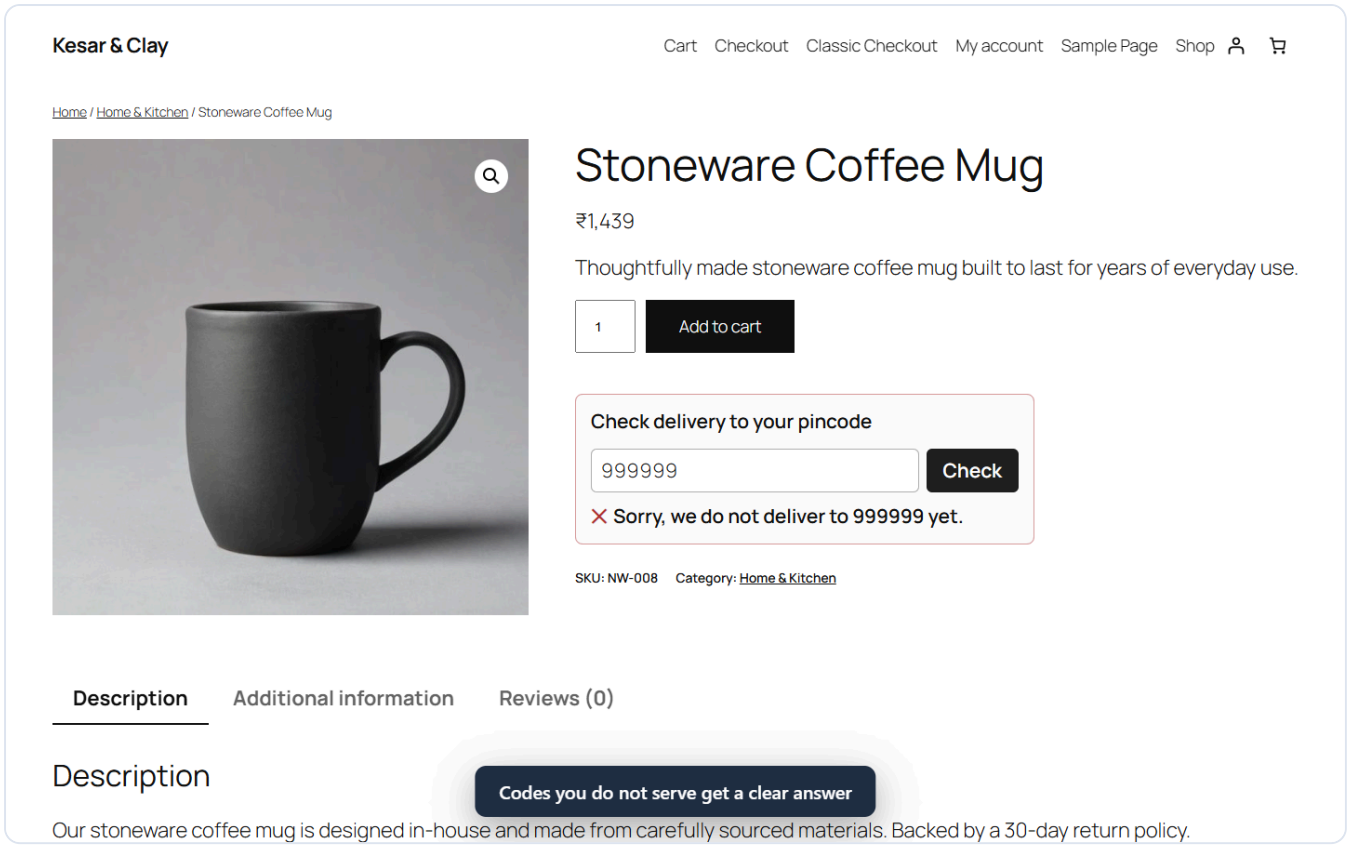
7. What shoppers see



Product page: we deliver, city, dates and cash on delivery

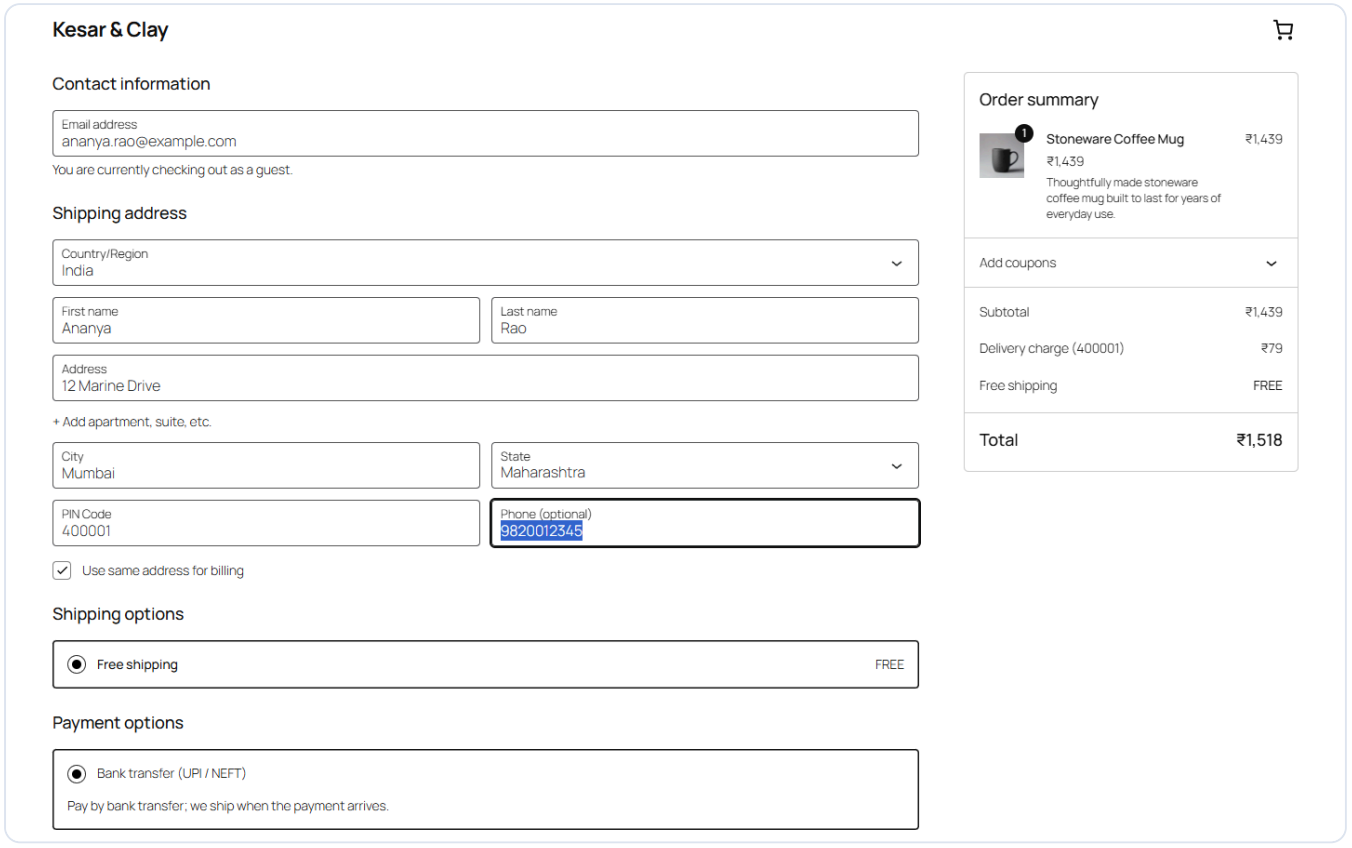


Product page: cash on delivery off and a delivery charge

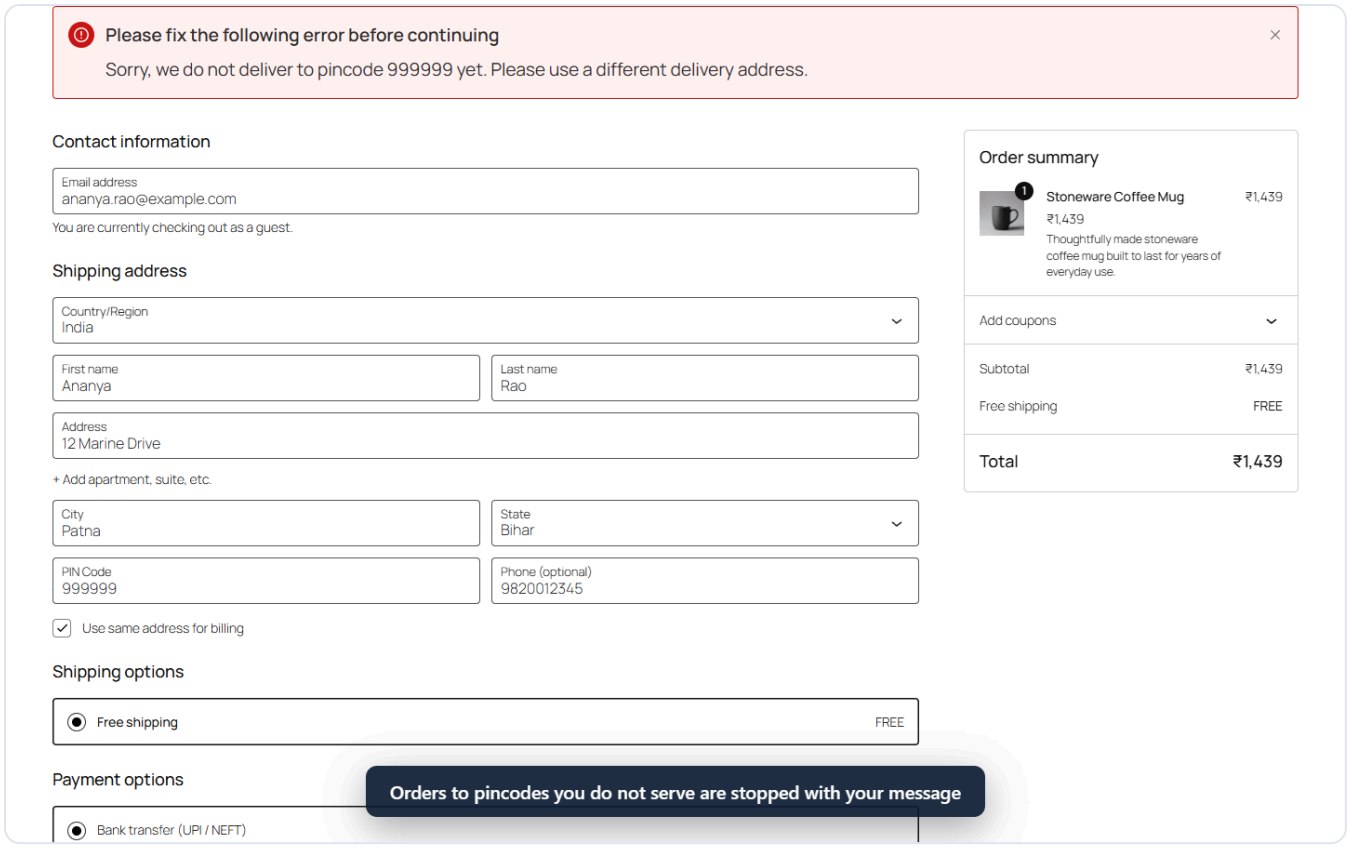


Product page: not serviceable

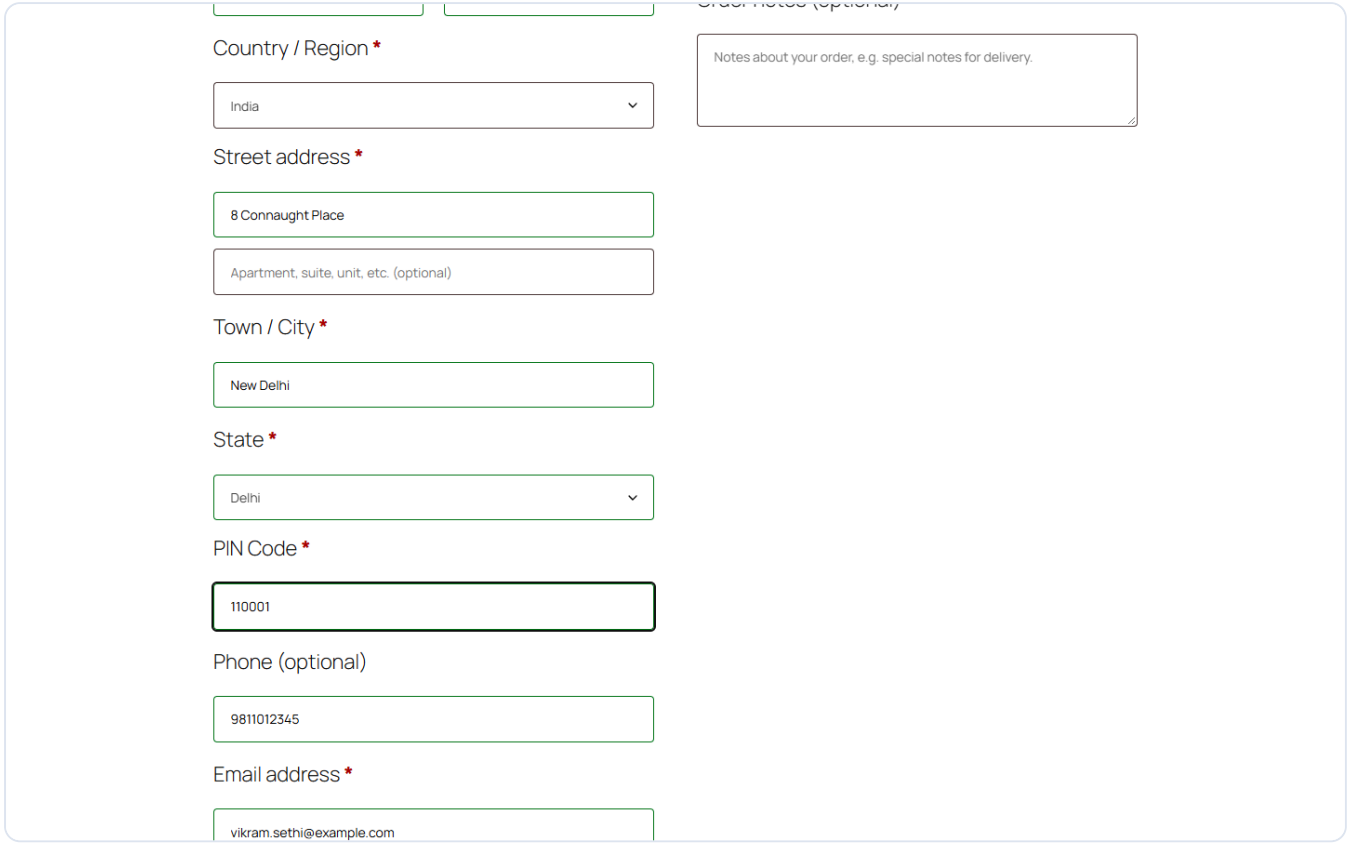
The last pincode a shopper checked is remembered in their browser and checked again on the next product page.



Block checkout: city and state filled in, delivery charge added, cash on delivery hidden

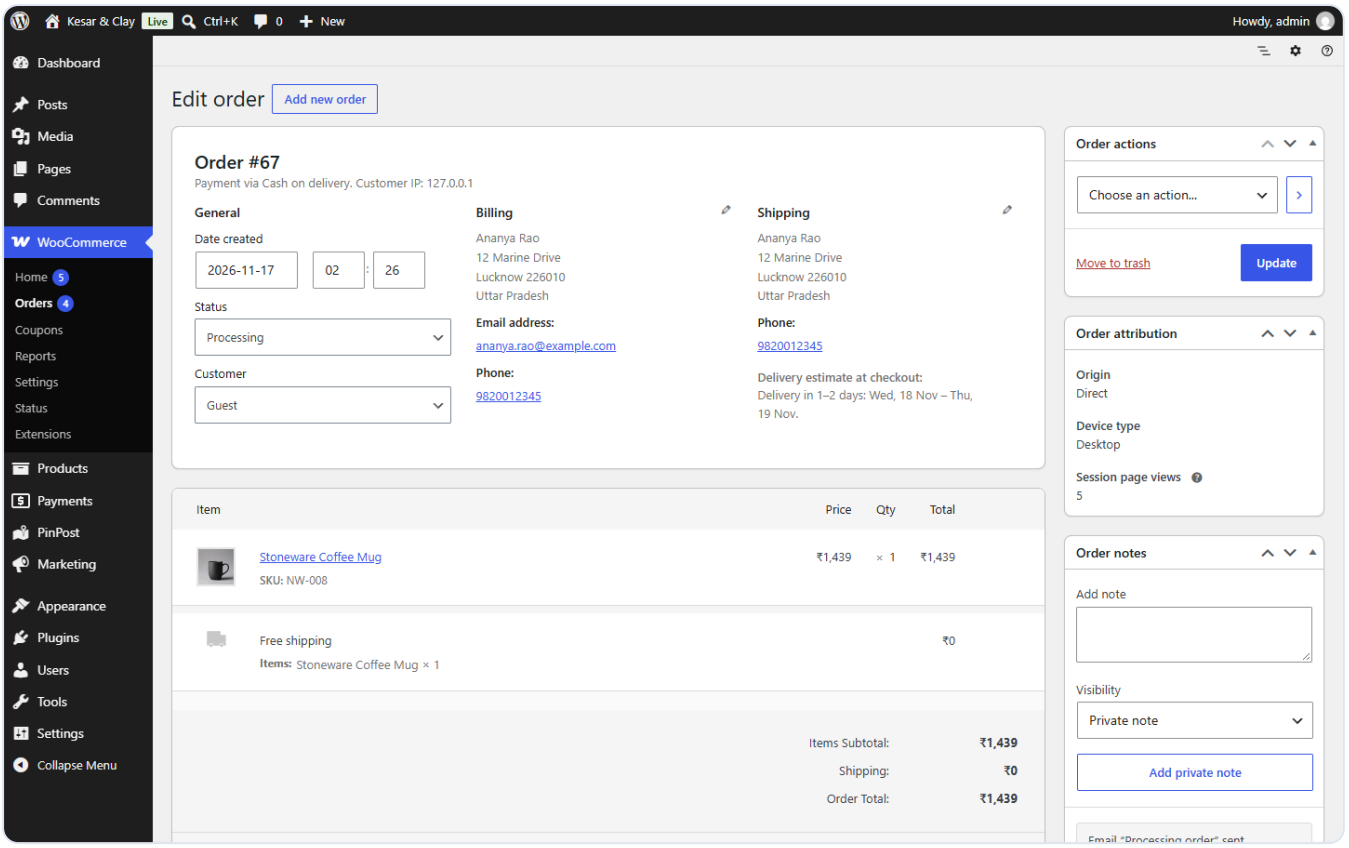


Block checkout: order to an unserviceable pincode stopped



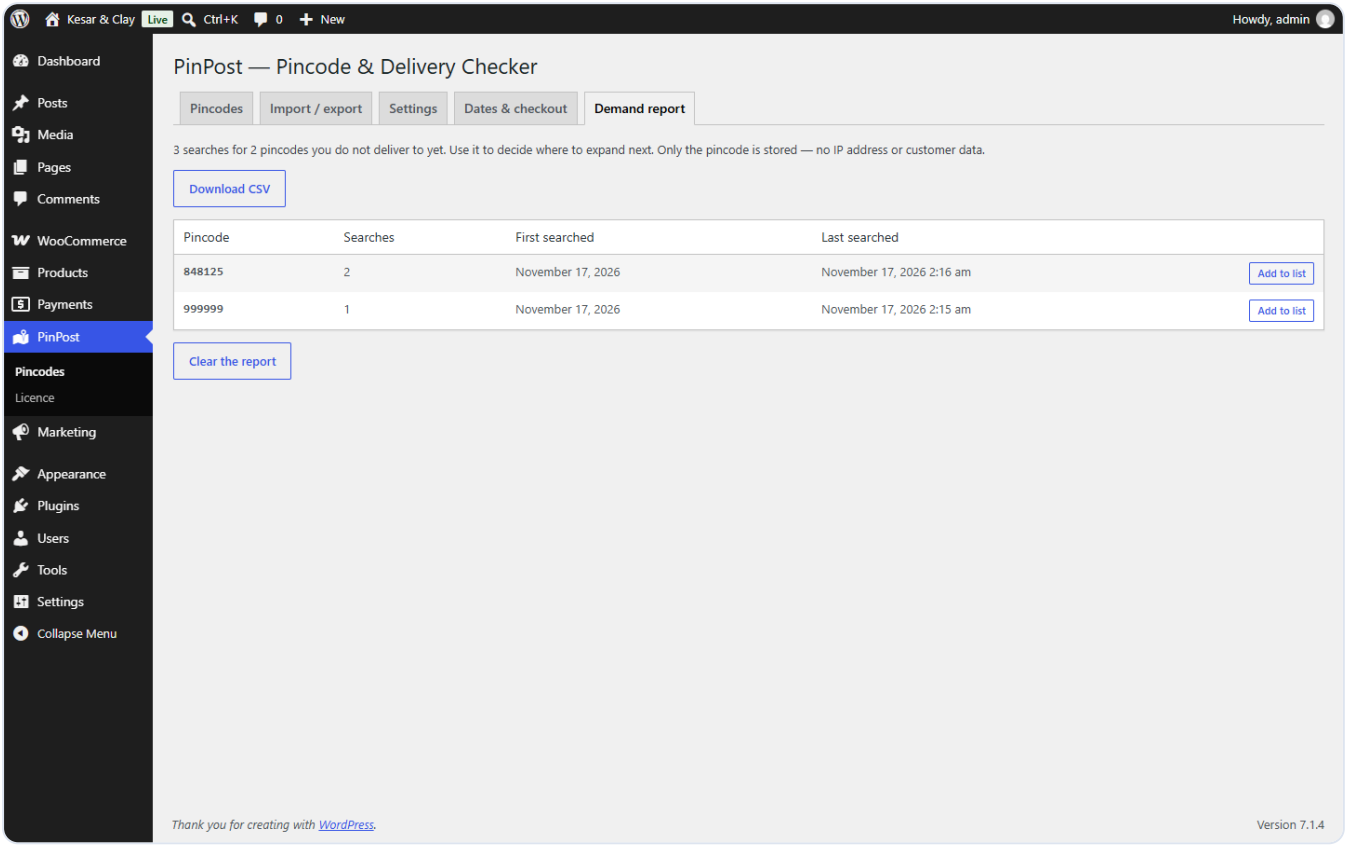
Classic checkout: city and state filled in

The estimate shown at checkout is saved on the order and shown on the order screen, the order-received page and in the order e-mails.



Order screen with the delivery estimate

8. Demand report (Pro)



Demand report

Every product-page check for a pincode that is not on your list is counted: the code, how many searches, first and last search. Only the pincode is stored — no IP address or customer data. Checkout auto-fill lookups and the automatic re-check of a remembered pincode on the next product page are not counted, so each count is a shopper actually typing the code. **Add to list** adds the code with your default days and removes it from the report; **Download CSV** exports the report; **Clear the report** empties it.

9. FAQ

Which address is checked at checkout? The shipping address, or the billing address when no separate shipping address is used, and only for the countries on the Settings tab.

Does it work with the block checkout? Yes, and with the classic `[woocommerce_checkout]` checkout. HPOS is supported.

Does it work with block themes? Yes. The box is attached to the Add to cart form, which block and classic themes both print.

Can I show the box somewhere else? Use `[pinpost_checker]` in any page, post or widget.

Is my list exposed? Visitors only get the answer for the code they type, and checks are limited per visitor per hour.

What happens on uninstall? Nothing is deleted unless you ticked "Delete all plugin data" on the Settings tab.

10. Troubleshooting

- **Every check says "not serviceable"** — the list is empty or the codes were skipped on import; look at the import notice (it lists skipped lines).
- **The checkout does not stop an order** — check that "Stop the order" is on and that the address country is in **Countries checked**.
- **"Too many checks" on the product page** — raise **Checks per visitor per hour**; the counter resets every hour.
- **City is not filled in at checkout** — auto-fill only fills an empty city, only for codes on the list that have a city, and only in Pro with the setting on.
- **Dates look a day off** — check the time zone under **Settings** → **General**; dates use the store's time zone.

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