
Static Data Migration File Formats

For static data migration Stone Profit Systems will be sending you Excel files listing the information needed for each item to be migrated. There will be an Excel file for each of the migration types listed below. With these files you will fill/paste your information in the designated columns. The following pages in this book have the data fields listed out with descriptions and examples to help you provide SPS with the appropriate information.

NOTE: Static data migration should be completed before training is scheduled.

COMPLETED	# OF ITEMS	STATIC MIGRATION TYPES
_____	_____	Chart of Accounts
_____	_____	Customers
_____	_____	Items/Products
_____	_____	Services
_____	_____	Suppliers
_____	_____	Vendors
_____	_____	Associates
_____	_____	Contacts
_____	_____	Price List
_____	_____	Tax Codes
_____	_____	Zip Codes

Chart of Accounts

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
AccountNumber	AlphaNumeric	50	Numerical identifier for the account. <i>0136468444</i>
Account Name	AlphaNumeric	100	Descriptive name for the account. <i>Accounts Receivable</i>
Alternate Number	AlphaNumeric	50	Alternate numerical identifier for the account. <i>0136</i>
Alternate Name	AlphaNumeric	100	Alternate descriptive name for the account. <i>AR</i>
Account Type	AlphaNumeric	50	Defining the account type will determine how the account is used in the various parts of the system. Type of Account examples include: Expense, Income , Current Assets, Other Expense, etc. Value must be one of the following <ul style="list-style-type: none"> <i>Assets - Cash</i> <i>Assets - Bank</i> <i>Assets - Credit Card</i> <i>Assets - Accounts Receivable</i> <i>Assets - Fixed Assets</i> <i>Assets - Inventory</i> <i>Assets - Current Assets</i> <i>Assets - Other Current Assets</i> <i>Liabilities - Accounts Payable</i> <i>Liabilities - Current Liabilities</i> <i>Liabilities - Other Current Liabilities</i> <i>Liabilities - Long Term Liabilities</i> <i>Income - Sales Income</i> <i>Income - Other Income</i> <i>Expense - Cost Of Goods</i> <i>Expense - Accumulated Depreciation</i> <i>Expense - Operating Expense</i> <i>Expense - Other Expense</i> <i>Equity - Equity</i> <i>Equity - Retained Earnings</i>
Special Account Type	AlphaNumeric	50	The system is programmed to show certain accounts as options in specific parts of the system. Use the Data Value options to define how and where an account should show. Value must be one of the following <ul style="list-style-type: none"> <i>Credit Card</i> <i>Undeposited funds</i> <i>Freight Charges</i> <i>Inventory Adjustment</i> <i>Payroll Expenses</i> <i>Opening balance Equity</i> <i>Sales Tax payable</i> <i>Payroll Liabilities</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtBank Location	AlphaNumeric	500	Enter the city location of the your bank it should be the same as the cities listed for locations/profit centers <i>Chicago</i>
Is Default InType	AlphaNumeric	10	Enter "ON" if this is a default account for the special account type otherwise leave it blank <i>"on", ""</i>
mtParent Reference	AlphaNumeric	500	If accounts need to be grouped with other accounts, you will need to define the groups. Enter the name of the parent (group) account in this field. (For the accounts to be grouped the defined parent name must be typed in the exact same way.) <i>Accounts Receivable</i>
Sublevel	Integer		The level of the account in the accounting hierarchy <i>0, 1, 2, 4</i>
mtCurrency	AlphaNumeric	100	Enter the currency in which this account should function. <i>USD,INR,EURO</i>
Is Tax	AlphaNumeric	10	Enter "ON" if this Account is included in the Budget <i>"on", ""</i>
Is Budgeted	AlphaNumeric	10	If this account is a bank account enter the name of the bank. If it is not a bank account leave it blank. <i>"on", ""</i>
Bank Name	AlphaNumeric	50	If this account is a bank account enter the name of the branch. If it is not a bank account leave it blank. <i>Georgia Commerce</i>
Branch Name	AlphaNumeric	50	If this account is a bank account enter the name of the branch. If it is not a bank account leave it blank. <i>Chicago - Streeterville</i>
Manager	AlphaNumeric	50	If this account is a bank account enter the manager's name for the Bank. If it is not a bank account leave it blank. <i>James Cathlic</i>
Phone Number	AlphaNumeric	15	If this account is a bank account enter the Phone number for the Bank. If it is not a bank account leave it blank. <i>"312-420-5010"</i>
Fax Number	AlphaNumeric	15	If this account is a bank account enter the Fax number for the Bank. If it is not a bank account leave it blank. <i>"773-527-2870"</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Website	AlphaNumeric	50	If this account is a bank account enter the Web site for the Bank. If it is not a bank account leave it blank. <i>www.stoneprofits.com</i>
Swift Code	AlphaNumeric	50	If this account is a bank account enter the SWIFT code for Transactions made through this Bank. If it is not a bank account leave it blank. <i>BOFAIN4XMAA</i>
Routing Number	AlphaNumeric	50	If this account is a bank account enter the routing number for the Bank. If it is not a bank account leave it blank. <i>"121141822"</i>
Bank Account Number	AlphaNumeric	50	If this account is a bank account enter the Bank Account number. If it is not a bank account leave it blank. <i>"911987654321"</i>
Is Print Checks	AlphaNumeric	10	Enter "ON" if you need to be able to Print Checks from this Account <i>"on", ""</i>
Internal Notes	AlphaNumeric	1000	Enter any notes that you would like to have recorded in the system. <i>This account is used for Account Receivables</i>

Customers

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Name	AlphaNumeric	150	This should include the full unique name of the Billing Customer/Company with spaces. <i>ABC Customer; 124 - Construction company.</i>
Code	AlphaNumeric	50	CODE, ID, or Number used to quickly identify the customer. <i>ACT101, CO01351</i>
PrintName	AlphaNumeric	150	Enter the name of the customer as it should appear on checks. This is usually a DBA or a secondary name of the company. <i>ABC Customer LLC</i>
LegacyID	AlphaNumeric	50	Legacy ID is the ID/number designated for this customer in the previous system. <i>34, 1223</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtSubType	AlphaNumeric	50	Enter a value that defines the business type of the customers. E.g.: Fabricator, Distributor, etc. <i>Fabricator, Contractor</i>
ContactName	AlphaNumeric	50	Enter the name of the contact person for this company. <i>James Corby</i>
mtReferredby	AlphaNumeric	150	Name of an existing customer that has referred this Customer to do business with you. <i>Stone Care LLC</i>
Phone1	AlphaNumeric	50	Primary Phone number. <i>866-858-1915</i>
Phone2	AlphaNumeric	50	Secondary Phone number. <i>866-858-1916</i>
Fax	AlphaNumeric	50	Fax number. <i>773-527-2870</i>
Mobile	AlphaNumeric	50	Mobile number of primary contact. <i>312-420-5010</i>
Email	AlphaNumeric	100	Primary e-mail address. (enter only one) <i>customername@gmail.com</i>
URL	AlphaNumeric	50	Web site address. <i>www.customerwebsite.com</i>
Address	AlphaNumeric	50	Billing Address line 1 <i>3500 Almoa Ave.</i>
Address2	AlphaNumeric	50	Billing Address line 2 <i>Suite W-10</i>
City	AlphaNumeric	50	Billing City <i>Winter Park</i>
State	AlphaNumeric	50	Billing State <i>FL</i>
Zip	AlphaNumeric	10	Billing Zip Code <i>32792</i>
mtCountry	AlphaNumeric	50	Billing Country <i>United States</i>
ShippingAddress	AlphaNumeric	50	Shipping Address line 1 <i>7215 NW 41 STREET</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
ShippingAddress2	AlphaNumric	50	Shipping Address line 2 <i>UNIT G</i>
ShippingCity	AlphaNumric	50	Shipping City <i>Chicago</i>
ShippingState	AlphaNumric	50	Shipping State <i>FL</i>
ShippingZip	AlphaNumric	50	Shipping Zip Code <i>33166</i>
mtShippingCountry	AlphaNumric	50	Shipping Country <i>United States</i>
mtLocation	AlphaNumric	50	Enter one of your locations in which this customer primarily does business with. <i>Chicago</i>
IsMultiLocation	AlphaNumric	10	Enter "on" if this customer can be sold to from locations other than the customer's parent location. Leave blank if customer is only to be sold to from Parent Location. <i>"on"</i>
mtRoute	AlphaNumric	50	Enter a value that defines the general geographic location of this customer according to delivery routes. <i>Orlando - East</i>
mtSalesRepID	AlphaNumric	50	Enter name of the primary sales rep for this customer from your list of employees. <i>Carlos Riviera</i>
mtPriceLevel	AlphaNumric	50	Enter the price level that needs to be applied to most products sold to this customer. <i>Price6 - Price6</i>
mtPriceLevel2	AlphaNumric	50	Enter a secondary price level if some of your products have to be sold at a different price level to this customer. <i>Price5 - Price5</i>
mtPaymentTerms	AlphaNumric	50	Enter the default payment terms for this customer. <i>Net 30, Net 45, C.O.D</i>
mtSalesTax	AlphaNumric	50	Enter the default sales tax code for this customer. <i>COLUMBIA - 7%</i>
IsTaxExempt	AlphaNumric	10	Enter "on" if this Customer is Tax Exempt. Leave blank if customer is not tax exempt. <i>"on"</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtTaxExemptReason	AlphaNumric	50	Enter the reason for which this customer is tax exempt. <i>Reseller</i>
ExemptCertificateNo	AlphaNumric	50	Enter the customer's tax exempt certificate number if this Customer is Tax Exempt . Leave it blank if the customer is not tax exempt. <i>23-8012166927-5 12</i>
ExemptExpiryDate	AlphaNumric	50	Enter the date when the Customer's tax exempt status becomes invalid. <i>3/20/2020</i>
IsPORequired	AlphaNumric	10	Enter "on" if a PO# is required for all Sales Orders / Invoices created for this Customer. <i>"on"</i>
ApplyFinanceCharge	AlphaNumric	10	Enter "on" if the customer should be charged a finance charge if payment on any of their invoices exceeds their due date. <i>"on"</i>
Preferred Document Delivery Mode	AlphaNumric	50	Preferred contact method for this customer. <i>E-mail, Mail</i>
mtCurrency	AlphaNumric	50	Enter the default currency for transactions to this customer. <i>USD, EURO</i>
SinceDate	AlphaNumric	50	Enter the date since the customer has been setup in your system. <i>1/5/2005</i>
TaxNumber	AlphaNumric	50	Tax ID Number of the customer company. <i>32009547475</i>
mtLanguage	AlphaNumric	50	Preferred Language for interaction with this customer. <i>English</i>
CreditLimit	AlphaNumric	50	Maximum credit allowed for this customer. <i>50000.00</i>
PastDueAlert	AlphaNumric	150	Enter any message that shows up as an alert but still lets the users convert Sales orders to invoices. <i>This customer has past due</i>
LockAlert	AlphaNumric	150	Enter any message that shows up as an alert and locks down the users from converting Sale orders to invoices. <i>this customer is locked</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
IsAllowLogin	AlphaNumeric	10	Enter "on" if you want to give this customer access to the Customer login module. <i>"on"</i>
Username	AlphaNumeric	50	Enter this customer's Username for the customer login module. <i>john</i>
Password	AlphaNumeric	50	Enter this customer's Password for the customer login module. <i>password</i>
DeliveryInstructions	AlphaNumeric	1000	Enter the default delivery instructions for this customer. <i>Always pick up cash or check.</i>
InternalNotes	AlphaNumeric	500	Enter notes for this customer meant for inter company communication. These notes do not print on any documents related to this customer. <i>Very difficult customer</i>

Items/Products

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
ItemType	AlphaNumeric	50	Should be PRODUCT for all the Materials <i>Product</i>
SubItemType	AlphaNumeric	50	"The value for Sub-Item Type should be: - 'STOCK' for materials that are usually inventoried. - 'NON-STOCK' for materials that are not usually inventoried. - 'SUPPLIES' for materials that are not for sale, but are purchased as supplies/consumables for shop, showroom, office, etc." <i>Stock</i>
SKU	AlphaNumeric	50	Store Keeping Unit : Alphanumeric value or code of the material and is unique to every material. <i>ABS3</i>
Name	AlphaNumeric	150	Your selling name for this material - name must be unique based on selling price. <i>Absolute Black 3cm</i>
AlternateName	AlphaNumeric	150	Alternate name of the product is any additional name that is known to be used in the industry by suppliers or customer. <i>Black Absolute 3cm</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtProductForm	AlphaNumeric	50	This is the first level category of the products/materials. It is usually based on the shape/format of the Material. E.g. : SLAB , TILE, SINKS, FAUCETS, etc. (If dimensions are tracked in inventory the type must be defined as SLAB.) <i>SLAB, Tile</i>
mtServiceCategory	AlphaNumeric	50	This is the second level category of the product. It is usually based on the nature of the product/material. E.g. : Granite , Limestone, marble, travertine etc <i>Granite / Marble</i>
mtParentItem	AlphaNumeric	50	"If this product belongs to a family of products, A family name has to be setup and defined for each product within that family. E.g.: Absolute Black -- Family Name - Absolute Black 2cm -- Family member - Absolute Black 3cm -- Family member - Absolute Black 12x12 -- Family member..." <i>Absolute Black</i>
mtBaseColors	AlphaNumeric	50	This is the base color of the product. <i>Black / Aqua</i>
mtOrigin	AlphaNumeric	50	This is the country of origin from which this product was quarried or manufactured. <i>United States</i>
mtItemGroup	AlphaNumeric	50	This is an additional level of grouping for the products. <i>Staples / Exotics / Premium</i>
SeriesName	AlphaNumeric	50	This defines the product line/series that a product/item might belong to. <i>ABC</i>
mtPurchasingUnits	AlphaNumeric	50	Unit of measure in which this product is being purchased. <i>SF, Each, LF</i>
mtSellingUnits	AlphaNumeric	50	Unit of measure in which the product is being sold. <i>SF, Each, LF</i>
Selling Units Per Purchasing Units	AlphaNumeric	50	Number of selling units per purchasing unit. <i>1</i>
Weight	AlphaNumeric	50	Weight per unit in pounds. <i>4</i>
ProductSize	AlphaNumeric	50	Thickness of the product. <i>2CM</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtPickingUnit	AlphaNumeric	50	Unit of measure in which the product is being picked for a transaction. <i>box, bundle</i>
SellingUnitsPerPU	AlphaNumeric	50	Number of Selling Units per Picking Unit. <i>1</i>
IsIndivisibleItem	AlphaNumeric	50	Enter 'on' if you do not want to be able to sell partial quantities of inventory from each inventory line of this product. Must be ON for Slab. Typically it is left blank for tiles and other non slab items. <i>on</i>
mtPriceRange	AlphaNumeric	50	Enter a value based on how you define pricing groups. <i>Low, Medium, High, Level 1, Level 2, ...</i>
mtGLSalesAccount	AlphaNumeric	50	Enter the income account number which gets credited when this product is invoiced to a customer. <i>4010</i>
mtGL Inventory Account	AlphaNumeric	50	Enter the asset account that gets debited when this product is received into inventory. <i>1220</i>
mtGL Cost of Sales Account	AlphaNumeric	50	The Cost of Sales or COGS account that gets debited when this product is invoiced to a customer. <i>5000</i>
mtPreferredSupplier	AlphaNumeric	50	Enter the preferred supplier for this product. <i>ABC Granite & Marble</i>
SupplierSKU	AlphaNumeric	50	Supplier's SKU for this product. <i>ABCGM</i>
Supplier Product Name	AlphaNumeric	150	Name by which the supplier sells this product. <i>Black Absolute 3cm</i>
IsNewArival	AlphaNumeric	50	Enter "on" if this should be considered a NEW ARRIVAL in the system. If not, leave it Blank. <i>on</i>
ShowonWebsite	AlphaNumeric	50	Enter "on" if this product should be setup to show on your web site (web site connect module). Leave it blank if the product should NOT show. <i>on</i>
WebName	AlphaNumeric	50	Enter the name of the product as you want it to appear on your web site. <i>Absolute Black 3cm</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Description on Web site	AlphaNumeric	50	Enter any additional description that you want to display on the web site. <i>This gorgeous stone is black overall with khaki, brown and black mineral deposits.</i>
Notes	AlphaNumeric	50	Enter any additional notes for this product. <i>This product is in high demand.</i>
mtAlternateUOM1	AlphaNumeric	50	Alternate Unit of measure for the product. <i>CT</i>
UOMToSFConversion	Numeric	50	Conversion factor between the alternate UOM and square footage. <i>10</i>
UOM To Carton Conversion	Numeric	50	Conversion factor between the alternate UOM and a carton. <i>1</i>
UOM To Pallet Conversion	Numeric	50	Conversion factor between the alternate UOM and a pallet. <i>1</i>
Price1	Numeric	50	Level 1 selling price per UOM <i>10.75</i>
Price2	Numeric	50	Level 2 selling price per UOM <i>10.00</i>
Price3	Numeric	50	Level 3 selling price per UOM <i>9.75</i>
Price4	Numeric	50	Level 4 selling price per UOM <i>9.50</i>
Price5	Numeric	50	Level 5 selling price per UOM <i>9.25</i>
Price6	Numeric	50	Level 6 selling price per UOM <i>9.15</i>
Price7	Numeric	50	Level 7 selling price per UOM <i>9.00</i>
TaxStatus	AlphaNumeric	50	Enter "on" If the product should be taxable by default. Leave blank if not. <i>on</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Consignment	AlphaNumeric	50	Enter 'on' if the product can be consigned to a Customer Location. Leave blank if not. <i>on</i>
IntroductionDate	Date	50	Date in which product was made available. <i>40756</i>
DiscontinueDate	Date	50	Date in which product will be discontinued. <i>2958465</i>
ProductOrigin	AlphaNumeric	50	Enter a value that defines the way the product was made part of your final inventory. E.g.: purchased, manufactured, fabricated, etc. <i>Manufactured</i>

Services

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
ItemType	varchar(50)	50	Should be 'Service' for all services. <i>Service</i>
SubItemType	varchar(50)	50	SPS Default - 'Service' <i>Service</i>
Name	varchar(150)	150	Name of the service. <i>Delivery Charges , Packing Fee etc</i>
SKU	varchar(50)	50	If this Service has any SKU associated with it, enter it here.
mtPurchasingUnits	varchar(50)	50	Selected from the list of Units by which this service can be purchased by <i>LF</i>
mtSellingUnits	varchar(50)	50	Selected from the list of Units by which this service can be sold by <i>LF</i>
mtServiceCategory	varchar(50)	50	"Enter a value that defines a category that this service belongs to. E.g.: Bullnose edge and Eased edge are in the category Edge Profiles" <i>Edge Profiles</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtGLSalesAccount	varchar(50)	50	Enter the income account number which gets credited when this service is invoiced to a customer. <i>Revenue Fabrication</i>
mtPreferredSupplier	varchar(50)	50	Preferred vendor for this service. <i>Contractors and CO</i>
AvgEstCost	numeric	50	This is the approximate cost for this service. <i>11.00</i>
Price1	numeric	50	Level 1 selling price per UOM <i>12.00</i>
Price2	numeric	50	Level 2 selling price per UOM <i>11.50</i>
Price3	numeric	50	Level 3 selling price per UOM <i>11.00</i>
Price4	numeric	50	Level 4 selling price per UOM <i>10.50</i>
Price5	numeric	50	Level 5 selling price per UOM <i>10.00</i>
Price6	numeric	50	Level 6 selling price per UOM <i>9.50</i>
Price7	numeric	50	Level 7 selling price per UOM <i>9.00</i>
mtPriceRange	varchar(50)	50	Enter a value based on how you define pricing groups. <i>Low/ Medium</i>
Frequentinso	varchar(50)	50	Mark this field 'on' if the service is frequently charged in Sale Orders / Invoices. <i>on</i>
Frequent in customer cm	varchar(50)	50	Mark this field 'on' if the service is frequently charged in Customer Credit Memos. <i>on</i>
Frequentinpo	varchar(50)	50	Mark this field 'on' if the service is frequently charged in Purchase Orders. <i>on</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Frequent in supplier cm	varchar(50)	50	Mark this field 'on' if the service is frequently charged in Supplier Credit Memos. <i>on</i>
Notes	varchar(50)	500	Enter any additional notes for this service.

Suppliers

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Name	AlphaNumeric	150	This should include the full unique name of the Inventory Supplier/Company with spaces. <i>ABC Granite & Marble</i>
PrintName	AlphaNumeric	150	Enter the name of the supplier as it should appear on checks. This is usually a DBA or a secondary name of the company. <i>ABC Granite & Marble LLC</i>
Code	AlphaNumeric	50	CODE, ID, or Number used to quickly identify the inventory supplier. <i>ABCGM</i>
ContactName	AlphaNumeric	50	Enter the name of the contact person for this company. <i>Jason</i>
mtSubType	AlphaNumeric	50	Enter "domestic" or "international" depending on whether the inventory supplier is local or overseas. <i>ABC Granite & Marble</i>
mtLocation	AlphaNumeric	50	Enter one of your locations in which this supplier primarily does business with. <i>ABC Granite & Marble</i>
mtLanguage	AlphaNumeric	50	Preferred language for any interaction with the supplier. <i>English</i>
SinceDate	AlphaNumeric	50	Enter the date since the supplier has been setup in your system. <i>5/16/2010</i>
mtPort	AlphaNumeric	50	Enter the preferred port for any shipments from this Supplier. <i>Montreal</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
MarkupMultipliers	AlphaNumeric	10	Enter a value which the system uses to mark up the cost of products purchased from this supplier to calculate the selling price. <i>2.4</i>
Address	AlphaNumeric	50	Billing Address line 1 <i>445 E Ohio</i>
Address2	AlphaNumeric	50	Billing Address line 2 <i>Suite 350</i>
City	AlphaNumeric	50	Billing City <i>Chicago</i>
State	AlphaNumeric	50	Billing State <i>IL</i>
ZIP	AlphaNumeric	50	Billing Zip Code <i>60611</i>
mtCountry	AlphaNumeric	50	Billing Country <i>United States</i>
Phone1	AlphaNumeric	50	Primary Phone number. <i>312-828-0600</i>
Phone2	AlphaNumeric	50	Secondary Phone number. <i>312-828-0601</i>
Fax	AlphaNumeric	50	Fax number. <i>312-803-0012</i>
Mobile	AlphaNumeric	50	Mobile number of primary contact. <i>312-420-0377</i>
E-mail	AlphaNumeric	50	Primary e-mail address. (Enter only one) <i>support@stoneprofits.com</i>
URL	AlphaNumeric	50	Web site address. <i>www.stoneprofits.com</i>
TaxNumber	AlphaNumeric	50	Tax ID Number of the Supplier company. <i>52-4352452</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtCurrency	AlphaNumeric	50	Enter the default currency for transactions to this supplier. <i>USD</i>
mtPaymentTerms	AlphaNumeric	50	Enter the default payment terms for this supplier. <i>Net 30 ,COD</i>
mtShipmentTerms	AlphaNumeric	150	Enter the default shipment terms for this supplier. <i>FOB , CIP,CIF etc</i>
IsPrint1099	AlphaNumeric	5	Enter "on" if this Supplier needs to be printed a 1099. <i>on</i>
mtSalesTax	AlphaNumeric	50	Enter the default Sales tax Code for invoices from this Supplier if they charge any tax. <i>chicago / Tax Exempt</i>
InternalNotes	AlphaNumeric	500	Enter notes for this supplier meant for inter company communication. These notes do not print on any documents related to this customer.
IsAllowLogin	AlphaNumeric	5	Enter "on" if you want to give this supplier access to the supplier login module. <i>on</i>
Username	AlphaNumeric	50	Enter this supplier's Username for the supplier login module. <i>Jason</i>
Password	AlphaNumeric	50	Enter this supplier's Password for the supplier login module. <i>abcd</i>
LegacyID	AlphaNumeric		Legacy ID is the ID/number designated for this supplier in the previous system.

Vendors

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Name	AlphaNumeric	150	This should include the full unique name of the Vendor/ Company with spaces. <i>Amex Logistics</i>
PrintName	AlphaNumeric	150	Enter the name of the vendor as it should appear on checks. This is usually a DBA or a secondary name of the company. <i>Amex Logistics</i>
Code	AlphaNumeric	50	CODE, ID, or Number used to quickly identify the vendor. <i>Amex</i>
ContactName	AlphaNumeric	50	Enter the name of the contact person for this company. <i>John</i>
mtLocation	AlphaNumeric	50	Enter one of your locations in which this vendor primarily does business with. <i>Chicago</i>
Address	AlphaNumeric	50	Billing Address line 1 <i>445 E ohio</i>
Address2	AlphaNumeric	50	Billing Address line 2 <i>suit 350</i>
City	AlphaNumeric	50	Billing City <i>Chicago</i>
State	AlphaNumeric	50	Billing State <i>IL</i>
ZIP	AlphaNumeric	10	Billing Zip Code <i>60611</i>
mtCountry	AlphaNumeric	50	Billing Country <i>United States</i>
Phone1	AlphaNumeric	50	Primary Phone number. <i>312-828-0600</i>
Phone2	AlphaNumeric	50	Secondary Phone number. <i>312-828-0601</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Fax	AlphaNumeric	50	Fax number. <i>773-527-2870</i>
Mobile	AlphaNumeric	50	Mobile number of primary contact. <i>312-420-5010</i>
E-mail	AlphaNumeric	50	Primary e-mail address. (Enter only one) <i>support@stoneprofits.com</i>
URL	AlphaNumeric	50	Web site address. <i>www.stoneprofits.com</i>
mtPaymentTerms	AlphaNumeric	50	Enter the default payment terms for this customer. <i>30 Days / COD</i>
mtGLAccount	AlphaNumeric	100	Enter the number for the default Expense Account on all Bills that are entered for this Vendor. <i>3520</i>
AccountNumber	AlphaNumeric	50	Enter your account number with this Vendor. <i>1054789</i>
TaxNumber	AlphaNumeric	50	Tax ID Number of the vendor company. <i>52-4352452</i>
mtCurrency	AlphaNumeric	50	Enter the default currency for transactions to this vendor. <i>USD</i>
CheckMemo	AlphaNumeric	500	Enter the sentence or phrase that needs to be printed on checks towards this Vendor. <i>Amex Logistics</i>
IsPrint1099	AlphaNumeric	50	Enter "on" if this vendor needs to be printed a 1099. <i>on</i>
IsFreightVendor	AlphaNumeric	50	Enter "on" if bills from this vendor need to be linked to a supplier packing list for the system to auto-calculate the unit landed cost. <i>on</i>
IsSalesTaxAuthority	AlphaNumeric	50	Enter "on" if this vendor is a Sales tax Authority. <i>on</i>
IsSubContractor	AlphaNumeric	50	Enter "on" if this vendor is a Sub-contractor. <i>on</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
InternalNotes	AlphaNumeric	500	Enter notes for this vendor meant for inter company communication. These notes do not print on any documents related to this vendor.

Associates

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Name	AlphaNumeric	150	This should include the full unique name of the associate or third party company with spaces. <i>Mark Albert</i>
Code	AlphaNumeric	50	CODE, ID, or Number used to quickly identify the associate or third party. <i>ABI001</i>
mtSubType	AlphaNumeric	50	Enter a value that defines the business type of the associate. E.g.: Architect , Designer, Contractor etc. <i>CONTRACTOR</i>
ContactName	AlphaNumeric	50	Enter the name of the contact person for this company. <i>Mark Albert</i>
Phone1	AlphaNumeric	50	Primary Phone number. <i>312-828-0505</i>
Phone2	AlphaNumeric	50	Secondary Phone number. <i>312-828-0506</i>
Fax	AlphaNumeric	50	Fax number. <i>312-803-0012</i>
Mobile	AlphaNumeric	50	Mobile number of primary contact. <i>312-420-5020</i>
E-mail	AlphaNumeric	50	Primary e-mail address. (Enter only one) <i>mark@gmail.com</i>
URL	AlphaNumeric	50	Web site address. <i>www.websitename.com</i>
Address	AlphaNumeric	50	Billing Address line 1 <i>1450 Madruca Ave.</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Address2	AlphaNumeric	50	Billing Address line 2 <i>Suite 400</i>
City	AlphaNumeric	50	Billing City <i>Coral Gables</i>
State	AlphaNumeric	50	Billing State <i>FL</i>
Zip	AlphaNumeric	10	Billing Zip Code <i>33146</i>
mtCountry	AlphaNumeric	50	Billing Country <i>United States</i>
InternalNotes	AlphaNumeric	500	Enter notes for this associate meant for inter company communication. These notes do not print on any documents related to this customer.

Contacts

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtParty	AlphaNumeric	50	This should include the full unique name of the Customer/ Supplier/Vendor with spaces. <i>American Granite & Marble</i>
PartyType	AlphaNumeric	50	Enter the type of the party for which this is a contact. Only possible values are Customer, Supplier, or Vendor <i>Customer</i>
Title	AlphaNumeric	50	Enter the title for the contact. <i>Mr.</i>
Name	AlphaNumeric	50	Enter the full name of the contact. <i>Mark Albert</i>
Address	AlphaNumeric	50	Address line 1 <i>7215 NW 41 Street</i>
Address2	AlphaNumeric	50	Address line 2 <i>Unit G</i>

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
City	AlphaNumeric	50	City <i>Chicago</i>
State	AlphaNumeric	50	State <i>FL</i>
Zip	AlphaNumeric	10	Zip Code <i>33166</i>
mtCountry	AlphaNumeric	50	Country <i>United States</i>
Phone1	AlphaNumeric	50	Primary Phone number. <i>866-858-1915</i>
Phone2	AlphaNumeric	50	Secondary Phone number. <i>866-858-1916</i>
Fax	AlphaNumeric	50	Fax number. <i>773-527-2870</i>
E-mail	AlphaNumeric	50	E-mail address of the contact. <i>contactname@gmail.com</i>
IsShipToAddress	AlphaNumeric	50	Enter 'on' if this contact is actually a secondary shipping address. <i>on</i>
mtTaxCode	AlphaNumeric	50	Enter the tax code of the contact. <i>BREVARD</i>
InternalNotes	AlphaNumeric	500	Enter notes for this customer meant for inter company communication. These notes do not print on any documents related to this contact.

Price List

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
mtName	AlphaNumeric	150	Enter the name of the product which matches with the name of the product in the Item master list. <i>Absolute black 3cm</i>
mtSKU	varchar(50)	50	Store Keeping Unit : Alphanumeric value or code of the material. The value should match to the SKU's in the item master list. <i>ABS3</i>
mtLegacySKU	varchar(150)	150	SKU of the material in the previous database or system
Price1	money		Level 1 selling price per UOM <i>15.00</i>
Price2	money		Level 2 selling price per UOM <i>14.00</i>
Price3	money		Level 3 selling price per UOM <i>13.00</i>
Price4	money		Level 4 selling price per UOM <i>12.00</i>
Price5	money		Level 5 selling price per UOM <i>11.00</i>
Price6	money		Level 6 selling price per UOM <i>10.00</i>
Price7	money		Level 7 selling price per UOM <i>9.00</i>
Price8	money		Level 8 selling price per UOM <i>8.00</i>
Price9	money		Level 9 selling price per UOM <i>7.00</i>
Price10	money		Level 10 selling price per UOM <i>6.00</i>

Tax Codes

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
SortOrder	Integer		Enter the sequential order in which you want this tax code to show up in the drop down. <i>10</i>
Code	AlphaNumeric	50	Enter a value for the Sales Tax Code that you want to see in the sales tax drop down. <i>IL</i>
Label	AlphaNumeric	50	Enter a label or title for the Sales Tax Code. <i>Illinois</i>
City	AlphaNumeric	100	Enter the name of the city for this tax code. <i>Chicago</i>
County	AlphaNumeric	50	Enter the name of the county for this tax code. <i>Cook</i>
State	AlphaNumeric	10	Enter the state for this tax code. <i>IL</i>
Zip	AlphaNumeric	15	Enter the zip code for this tax code. <i>60611</i>
IsPurchaseTax	AlphaNumeric	10	Please enter "ON" if this is a Purchase Tax too or leave Blank <i>on</i>
IsSalesTax	AlphaNumeric	10	Please enter "ON" if this is a Sales Tax too or leave Blank <i>on</i>
IsUseTax	AlphaNumeric	10	Please enter "ON" if this is a Active Tax too or leave Blank <i>on</i>
mtTaxItem	AlphaNumeric	50	Tax Item is the same as Sales Tax Code if the Sales tax is made of only one component. If the Sales Tax Code is made of multiple components then we need the different tax components as multiple Tax Items in multiple lines in this migration file. E.g. : Sales Tax could include City Tax and County Tax. <i>#####</i>
TaxItemID	Integer		This is the ID for the Tax Items. SPS will take care of this.

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
Rate	Numeric		Rate is the tax percentage for this tax code. <i>7%</i>
EffectiveDate	smalldatetime		Date from which this tax code is effective. <i>3/1/2013</i>

Price List

FIELD NAME	DATA TYPE	LENGTH	DESCRIPTION/EXAMPLE
ZipCode	AlphaNumeric	20	Zip code value. <i>60611</i>
mtTaxCodeID	AlphaNumeric	50	Tax code for this Zip code value. <i>IL</i>