



MYOB ODBC Direct

The write data dictionary

The Write/Import tables

MYOB has provided read and write functionality with the MYOB ODBC Direct driver. Write functionality makes use of the write-only Import tables.

Note: Some fields in the import tables will differ depending on whether a single-user or multi-user version of MYOB accounting software is being used. Fields that are specific to the multi-user versions are highlighted within the import tables found in the following pages.

The following import tables enable company file write functionality via SQL INSERT.

Import Account Budgets	3
Import Accounts	5
Import Activities	7
Import Activity Slips	8
Import Customer Cards	9
Import Employee Cards	15
Import Item Purchases	19
Import Item Sales	21
Import Items	24
Import Jobs	27
Import Miscellaneous Purchases	28
Import Miscellaneous Sales	30
Import Pay Bills	32
Import Personal Cards	33
Import Professional Purchases	37
Import Professional Sales	39
Import Receive Money	41
Import Receive Payments	42
Import Service Purchases	43
Import Service Sales	45
Import Spend Money	47
Import Supplier Cards	48
Import Time Billing Sales	53
Import General Journals	56

The following three tables are used to determine error and warning information:

- ImportWarnings
- ImportErrors
- InternalODBCErrors

For information about the error and warnings tables, see the *Errors and warnings tables* document.

Import Account Budgets

Field Name	Type	Format	Notes
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
AccountName	Text	30xAN	
ThisYearPeriod1	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod2	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod3	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod4	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod5	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod6	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod7	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod8	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod9	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod10	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod11	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
ThisYearPeriod12	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod1	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod2	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod3	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod4	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod5	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod6	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.

Field Name	Type	Format	Notes
NextYearPeriod7	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod8	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod9	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod10	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod11	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
NextYearPeriod12	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.

Import Accounts

Field Name	Type	Format	Notes
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
AccountName	Text	30xAN	
Header	Text	1xAN	Any non-zero value indicates that the account is a Header. A Details account can be converted to a Header account via importing. A Header account cannot be converted to a Detail account via importing.
Balance	Double	13.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
AccountType	Text	23xA	<p>Account Types cannot be updated via importing. The Account Type of new accounts can be set using the following rules:</p> <p>If Asset account:</p> <ul style="list-style-type: none"> - If Header, the AccountType can only be "Asset" - If Non-Header, the following values can be assigned: <ul style="list-style-type: none"> ● Bank ● Accounts Receivable ● Other Current Asset ● Fixed Asset ● Other Asset <p>If Liability account:</p> <ul style="list-style-type: none"> - If Header, the AccountType can only be "Liability" - If Non-Header, the following values can be assigned: <ul style="list-style-type: none"> ● Credit Card ● Accounts Payable ● Other Current Liability ● Long Term Liability ● Other Liability <p>If Equity account, the AccountType can only be "Equity"</p> <p>If Income account, the AccountType can only be "Income"</p> <p>If Cost of Sales account, the AccountType can only be "Cost of Sales"</p> <p>If Expense account, the AccountType can only be "Expense"</p> <p>If Other Income account, the AccountType can only be "Other Income"</p> <p>If Other Expense account, the AccountType can only be "Other Expense"</p>
LastChequeNumber	Integer	7xN	
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeAccount	Integer	5xN	Only available in multi-user version Do not include the account separator.
InactiveAccount	Text	1xA	Y = Checkbox selected N = Checkbox deselected

Field Name	Type	Format	Notes
BankAccountNumber	Text	20xAN	
BankAccountName	Text	xAN	Valid characters are 0-9 A-Z & * . / -
TradingName	Text	16xAN	Valid characters are 0-9 A-Z & . / '
Description	Text	255xAN	
CashFlowClassification	Text	1xA	F = Financing I = Investing O = Operating
ReportSubtotal	Text	1xA	Y = Checkbox selected N = Checkbox deselected

Import Activities

Field Name	Type	Format	Notes
ActivityID	Text	30xAN	Entry in this field is mandatory.
ActivityName	Text	30xAN	
Description	Text	255xAN	
UseDescriptionOnSale	Text	1xAN	Any non-zero value indicates that the Activity Description is used on Sales. The Use Description on Sales checkbox cannot be deselected via importing.
NonHourly	Text	1xAN	Any non-zero value indicates that the Activity is Non-hourly. The Hourly/Non-hourly status of an existing activity cannot be updated through importing. The Hourly/Non-hourly status can only be set when importing a new activity record.
NonChargeable	Text	1xAN	Any non-zero value indicates that the Activity is Non-chargeable. The Chargeable/Non-chargeable status of an existing activity cannot be updated through importing. The Chargeable/Non-chargeable status can only be set when importing a new activity record.
UseRate	Text	1xA	E = Use Employee Billing Rate C = Use Customer Billing Rate A = Use Activity Rate
ActivityRate	Double	11.4xN	Currency formatting must not be applied.
IncomeAccount	Integer	5xN	Do not include the account separator.
TaxWhenSold	Text	1xAN	Y = Checkbox selected N = Checkbox deselected
UnitOfMeasure	Text	5xAN	
InactiveActivity	Text	1xA	Y = Checkbox selected N = Checkbox deselected

Import Activity Slips

Field Name	Type	Format	Notes
EmpCoLastName	Text	50xAN	Entry in this field is mandatory.
EmpFirstName	Text	20xAN	When the card is Individual, the format of the EmpCoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the EmpCoLastName field is 50xAN.
SlipID	Text	9xAN	
SlipDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
ActivityID	Text	30xAN	Entry in this field is mandatory.
CustCoLastName	Text	50xAN	
CustFirstName	Text	20xAN	When the card is Individual, the format of the CustCoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CustCoLastName field is 50xAN.
Units	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign.
Rate	Double	11.4xN	Currency formatting must not be applied.
Job	Text	15xAN	
Notes	Text	255xAN	
AdjustmentDollars	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
AdjustmentUnits	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign.
BilledDollars	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign. Currency formatting must not be applied.
BilledUnits	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign.
StartTime	Text	11xAN	Field is to be formatted HH:MM:SS AM/PM It is not necessary to include AM/PM if the time is reported in 24 hour time.
StopTime	Text	11xAN	Field is to be formatted HH:MM:SS AM/PM It is not necessary to include AM/PM if the time is reported in 24 hour time.

Import Customer Cards

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CardID field.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
CardID	Text	15xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CoLastName field.
CardStatus	Text	1XAN	Y = Checkbox selected N = Checkbox deselected
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
Address1AddressLine1	Text	255xAN	
Address1AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
Address1AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address1AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address1City	Text	255xAN	
Address1State	Text	255xAN	
Address1PostCode	Text	10xAN	
Address1Country	Text	255xAN	
Address1Phone1	Text	21xAN	
Address1Phone2	Text	21xAN	
Address1Phone3	Text	21xAN	
Address1Fax	Text	21xAN	

Field Name	Type	Format	Notes
Address1Email	Text	255xAN	
Address1Website	Text	255xAN	
Address1ContactName	Text	25xAN	
Address1Salutation	Text	15xAN	
Address2AddressLine1	Text	255xAN	
Address2AddressLine2	Text	253xAN	The maximum length of Address2AddressLine2 is reduced by any content existing within field Address2AddressLine1.
Address2AddressLine3	Text	251xAN	The maximum length of Address2AddressLine3 is reduced by any content existing within fields Address2AddressLine1 and Address2AddressLine2.
Address2AddressLine4	Text	249xAN	The maximum length of Address2AddressLine4 is reduced by any content existing within fields Address2AddressLine1, Address2AddressLine2 and Address2AddressLine3.
Address2City	Text	255xAN	
Address2State	Text	255xAN	
Address2PostCode	Text	10xAN	
Address2Country	Text	255xAN	
Address2Phone1	Text	21xAN	
Address2Phone2	Text	21xAN	
Address2Phone3	Text	21xAN	
Address2Fax	Text	21xAN	
Address2Email	Text	255xAN	
Address2Website	Text	255xAN	
Address2ContactName	Text	25xAN	
Address2Salutation	Text	15xAN	
Address3AddressLine1	Text	255xAN	
Address3AddressLine2	Text	253xAN	The maximum length of Address3AddressLine2 is reduced by any content existing within field Address3AddressLine1.
Address3AddressLine3	Text	251xAN	The maximum length of Address3AddressLine3 is reduced by any content existing within fields Address3AddressLine1 and Address3AddressLine2.

Field Name	Type	Format	Notes
Address3AddressLine4	Text	249xAN	The maximum length of Address3AddressLine4 is reduced by any content existing within fields Address3AddressLine1, Address3AddressLine2 and Address3AddressLine3.
Address3City	Text	255xAN	
Address3State	Text	255xAN	
Address3PostCode	Text	10xAN	
Address3Country	Text	255xAN	
Address3Phone1	Text	21xAN	
Address3Phone2	Text	21xAN	
Address3Phone3	Text	21xAN	
Address3Fax	Text	21xAN	
Address3Email	Text	255xAN	
Address3Website	Text	255xAN	
Address3ContactName	Text	25xAN	
Address3Salutation	Text	15xAN	
Address4AddressLine1	Text	255xAN	
Address4AddressLine2	Text	253xAN	The maximum length of Address4 Line 2 is reduced by any content existing within field Address1AddressLine1.
Address4AddressLine3	Text	251xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address4AddressLine4	Text	249xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address4City	Text	255xAN	
Address4State	Text	255xAN	
Address4PostCode	Text	10xAN	
Address4Country	Text	255xAN	
Address4Phone1	Text	21xAN	
Address4Phone2	Text	21xAN	
Address4Phone3	Text	21xAN	
Address4Fax	Text	21xAN	
Address4Email	Text	255xAN	
Address4Website	Text	255xAN	

Field Name	Type	Format	Notes
Address4ContactName	Text	25xAN	
Address4Salutation	Text	15xAN	
Address5AddressLine1	Text	255xAN	
Address5AddressLine2	Text	253xAN	The maximum length of Address5AddressLine2 is reduced by any content existing within field Address5AddressLine1.
Address5AddressLine3	Text	251xAN	The maximum length of Address5AddressLine3 is reduced by any content existing within fields Address5AddressLine1 and Address5AddressLine2.
Address5AddressLine4	Text	249xAN	The maximum length of Address5AddressLine4 is reduced by any content existing within fields Address5AddressLine1, Address5AddressLine2 and Address5AddressLine3.
Address5City	Text	255xAN	
Address5State	Text	255xAN	
Address5PostCode	Text	10xAN	
Address5Country	Text	255xAN	
Address5Phone1	Text	21xAN	
Address5Phone2	Text	21xAN	
Address5Phone3	Text	21xAN	
Address5Fax	Text	21xAN	
Address5Email	Text	255xAN	
Address5Website	Text	255xAN	
Address5ContactName	Text	25xAN	
Address5Salutation	Text	15xAN	
Picture	Text	255xAN	
Notes	Text	255xAN	
Identifiers	Text	10xA	
CustomList1	Text	30xAN	
CustomList2	Text	30xAN	
CustomList3	Text	30xAN	
CustomField1	Text	255xAN	
CustomField2	Text	255xAN	
CustomField3	Text	255xAN	

Field Name	Type	Format	Notes
BillingRate	Double	10.4xN	Only available in multi-user version Currency formatting must not be applied.
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
TaxCode	Text	3xAN	
CreditLimit	Double	7.2xN	
TaxIDNumber	Text	19xAN	
VolumeDiscount	Double	2.2xN	Percent formatting must not be applied.
SaleLayout	Text	1xA	S = Service I = Item P = Purchase T = Time Billing M = Miscellaneous Any other value = No Default
ItemPriceLevel	Integer	1xN	Only available in multi-user version 0 = Base Selling Price 1 = Price Level A 2 = Price Level B 3 = Price Level C 4 = Price Level D 5 = Price Level E 6 = Price Level F
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	
IncomeAccount	Integer	5xN	Do not include the account separator.
Salesperson	Text	50xAN	If the Salesperson is an individual, the field should be populated in the format <Last Name>, <First Name>
SalespersonCardID	Text	15xAN	
SaleComment	Text	255xAN	
DeliveryMethod	Text	20xAN	

Field Name	Type	Format	Notes
PrintedForm	Text	255xAN	
FreightTaxCode	Text	3xAN	
ReceiptMemo	Text	255xAN	
InvoiceDelivery	Text	1xA	P= To be Printed E= To be Emailed B= To be Printed and Emailed A= Already Printed or Sent

Import Employee Cards

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CardID field.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
CardID	Text	15xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CoLastName field.
CardStatus	Text	1XAN	Y = Checkbox selected N = Checkbox deselected
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
Address1AddressLine1	Text	255xAN	
Address1AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
Address1AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address1AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address1 City	Text	255xAN	
Address1 State	Text	255xAN	
Address1 PostCode	Text	10xAN	
Address1 Country	Text	255xAN	
Address1 Phone1	Text	21xAN	
Address1 Phone2	Text	21xAN	
Address1 Phone3	Text	21xAN	
Address1 Fax	Text	21xAN	
Address1 Email	Text	255xAN	
Address1 Website	Text	255xAN	
Address1 Salutation	Text	15xAN	
Address2AddressLine1	Text	255xAN	

Field Name	Type	Format	Notes
Address2AddressLine2	Text	253xAN	The maximum length of Address2AddressLine2 is reduced by any content existing within field Address2AddressLine1.
Address2AddressLine3	Text	251xAN	The maximum length of Address2AddressLine3 is reduced by any content existing within fields Address2AddressLine1 and Address2AddressLine2.
Address2AddressLine4	Text	249xAN	The maximum length of Address2AddressLine4 is reduced by any content existing within fields Address2AddressLine1, Address2AddressLine2 and Address2AddressLine3.
Address2City	Text	255xAN	
Address2State	Text	255xAN	
Address2PostCode	Text	10xAN	
Address2Country	Text	255xAN	
Address2Phone1	Text	21xAN	
Address2Phone2	Text	21xAN	
Address2Phone3	Text	21xAN	
Address2Fax	Text	21xAN	
Address2Email	Text	255xAN	
Address2Website	Text	255xAN	
Address2Salutation	Text	15xAN	
Address3AddressLine1	Text	255xAN	
Address3AddressLine2	Text	253xAN	The maximum length of Address3AddressLine2 is reduced by any content existing within field Address3AddressLine1.
Address3AddressLine3	Text	251xAN	The maximum length of Address3AddressLine3 is reduced by any content existing within fields Address3AddressLine1 and Address3AddressLine2.
Address3AddressLine4	Text	249xAN	The maximum length of Address3AddressLine4 is reduced by any content existing within fields Address3AddressLine1, Address3AddressLine2 and Address3AddressLine3.
Address3City	Text	255xAN	
Address3State	Text	255xAN	
Address3PostCode	Text	10xAN	
Address3Country	Text	255xAN	
Address3Phone1	Text	21xAN	
Address3Phone2	Text	21xAN	
Address3Phone3	Text	21xAN	
Address3Fax	Text	21xAN	
Address3Email	Text	255xAN	

Field Name	Type	Format	Notes
Address3Website	Text	255xAN	
Address3Salutation	Text	15xAN	
Address4AddressLine1	Text	255xAN	
Address4AddressLine2	Text	253xAN	The maximum length of Address4 Line 2 is reduced by any content existing within field Address1 AddressLine1.
Address4AddressLine3	Text	251xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1 AddressLine1 and Address1AddressLine2.
Address4AddressLine4	Text	249xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1 AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address4City	Text	255xAN	
Address4State	Text	255xAN	
Address4PostCode	Text	10xAN	
Address4Country	Text	255xAN	
Address4Phone1	Text	21xAN	
Address4Phone2	Text	21xAN	
Address4Phone3	Text	21xAN	
Address4Fax	Text	21xAN	
Address4Email	Text	255xAN	
Address4Website	Text	255xAN	
Address4Salutation	Text	15xAN	
Address5AddressLine1	Text	255xAN	
Address5AddressLine2	Text	253xAN	The maximum length of Address5AddressLine2 is reduced by any content existing within field Address5AddressLine1.
Address5AddressLine3	Text	251xAN	The maximum length of Address5AddressLine3 is reduced by any content existing within fields Address5AddressLine1 and Address5AddressLine2.
Address5AddressLine4	Text	249xAN	The maximum length of Address5AddressLine4 is reduced by any content existing within fields Address5AddressLine1, Address5AddressLine2 and Address5AddressLine3.
Address5City	Text	255xAN	
Address5State	Text	255xAN	
Address5PostCode	Text	10xAN	
Address5Country	Text	255xAN	
Address5Phone1	Text	21xAN	
Address5Phone2	Text	21xAN	

Field Name	Type	Format	Notes
Address5Phone3	Text	21xAN	
Address5Fax	Text	21xAN	
Address5Email	Text	255xAN	
Address5Website	Text	255xAN	
Address5Salutation	Text	15xAN	
Picture	Text	255xAN	
Notes	Text	255xAN	
Identifiers	Text	10xA	
CustomList1	Text	30xAN	
CustomList2	Text	30xAN	
CustomList3	Text	30xAN	
CustomField1	Text	255xAN	
CustomField2	Text	255xAN	
CustomField3	Text	255xAN	
<i>BillingRate</i>	<i>Double</i>	<i>10.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>CostPerHour</i>	<i>Double</i>	<i>10.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>

Import Item Purchases

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
AddressLine1	Text	255xAN	
AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
PurchaseNumber	Text	8xAN	
PurchaseDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
SuppliersNumber	Text	20xAN	
DeliverVia	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
ItemNumber	Text	30xAN	Entry in this field is mandatory.
Quantity	Double	8.3xN	Negative values are indicated as such by way of a leading negative sign.
Description	Text	255xAN	
Price	Double	13.2xN	Currency formatting must not be applied.
Discount	Double	3.2xN	Percent formatting must not be applied.
Total	Double	13.2xN	Currency formatting must not be applied.

Field Name	Type	Format	Notes
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
DeliveryDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
TaxCode	Text	3xAN	
NonTaxImportAmount	Double	13.2xN	Currency formatting must not be applied.
ImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
FreightAmount	Double	13.2xN	Currency formatting must not be applied.
FreightTaxCode	Text	3xAN	
FreightNonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
PurchaseStatus	Text	1xA	Q = Quote O = Order B = Bill
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
Category	Text	15xAN	
Ordered	Double	8.3xN	Negative values are indicated as such by way of a leading negative sign.
Received	Double	8.3xN	Negative values are indicated as such by way of a leading negative sign.
Billed	Double	8.3xN	Negative values are indicated as such by way of a leading negative sign.
Location	Text	10xAN	Only available in multi-user version

Import Item Sales

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
AddressLine1	Text	255xAN	
AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
InvoiceNumber	Text	8xAN	
SaleDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CustomersNumber	Text	20xAN	
DeliverVia	Text	20xAN	
ItemNumber	Text	30xAN	Entry in this field is mandatory.
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
Quantity	Double	8.3xN	Negative values are indicated as such by way of a leading negative sign.
Description	Text	255xAN	
Price	Double	13.2xN	Currency formatting must not be applied.
Discount	Double	3.2xN	Percent formatting must not be applied.
Total	Double	13.2xN	Currency formatting must not be applied.

Field Name	Type	Format	Notes
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
SalespersonLastName	Text	50xAN	
SalespersonFirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the SalespersonLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the SalespersonLastName field is 50xAN.
DeliveryDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightAmount	Double	13.2xN	Currency formatting must not be applied.
FreightTaxCode	Text	3xAN	
FreightNonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
SaleStatus	Text	1xA	Q = Quote O = Order I = Invoice
<i>CurrencyCode</i>	<i>Text</i>	<i>3xA</i>	<i>Only available in multi-user version</i>
<i>ExchangeRate</i>	<i>Double</i>	<i>6.6xN</i>	<i>Only available in multi-user version</i>
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
ReferralSource	Text	20xAN	
AmountPaid	Double	13.2xN	
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	

Field Name	Type	Format	Notes
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	
Category	Text	15xAN	
Location	Text	10xAN	

Import Items

Field Name	Type	Format	Notes
ItemNumber	Text	30xAN	Entry in this field is mandatory.
ItemName	Text	30xAN	
Buy	Text	1xAN	Any non-zero value indicates that the Item is Bought. The I Buy checkbox cannot be deselected via importing.
Sell	Text	1xAN	Any non-zero value indicates that the Item is Sold. The I Sell checkbox cannot be deselected via importing.
Inventory	Text	1xAN	Any non-zero value indicates that the Item is Inventoried. The Inventory checkbox cannot be deselected via importing.
AssetAccount	Integer	5xN	Do not include the account separator.
IncomeAccount	Integer	5xN	Do not include the account separator.
ExpenseAccount	Integer	5xN	Do not include the account separator.
ItemPicture	Text	255xAN	Only available in multi-user version
Description	Text	255xAN	Only available in multi-user version
UseDescriptionOnSale	Text	1xAN	Only available in multi-user version Any non-zero value indicates that the Item Description is used on Sales. The Use Item Description on Sales checkbox cannot be deselected via importing.
CustomList1	Text	30xAN	Only available in multi-user version
CustomList2	Text	30xAN	Only available in multi-user version
CustomList3	Text	30xAN	Only available in multi-user version
CustomField1	Text	255xAN	Only available in multi-user version
CustomField2	Text	255xAN	Only available in multi-user version
CustomField3	Text	255xAN	Only available in multi-user version
PrimarySupplier	Text	30xAN	Card names can be up to 52 digits in length. The Items import table within MYOB only provides for card names up to 30 characters in length.
SupplierItemNumber	Text	30xAN	
TaxWhenBought	Text	1xAN	
BuyUnitMeasure	Text	5xAN	
NumberItemsBuyUnit	Integer	4xN	
ReorderQuantity	Double	10.3xN	
MinimumLevel	Double	10.3xN	

Field Name	Type	Format	Notes
SellingPrice	Double	11.4xN	Currency formatting must not be applied.
SellUnitMeasure	Text	5xAN	
TaxWhenSold	Text	1xA	
NumberItemsSellUnit	Integer	4xN	
QuantityBreak1	Double	10.3xN	Only available in multi-user version
QuantityBreak2	Double	10.3xN	Only available in multi-user version
QuantityBreak3	Double	10.3xN	Only available in multi-user version
QuantityBreak4	Double	10.3xN	Only available in multi-user version
QuantityBreak5	Double	10.3xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelAQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelBQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelCQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelDQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelEQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelFQtyBreak1	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelAQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelBQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelCQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelDQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelEQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelFQtyBreak2	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelAQtyBreak3	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelBQtyBreak3	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.
PriceLevelCQtyBreak3	Double	11.4xN	Only available in multi-user version Currency formatting must not be applied.

Field Name	Type	Format	Notes
<i>PriceLevelDQtyBreak3</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelEQtyBreak3</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelFQtyBreak3</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelAQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelBQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelCQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelDQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelEQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelFQtyBreak4</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelAQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelBQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelCQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelDQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelEQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
<i>PriceLevelFQtyBreak5</i>	<i>Double</i>	<i>11.4xN</i>	<i>Only available in multi-user version Currency formatting must not be applied.</i>
InactiveItem	Text	1xA	Y = Checkbox selected N = Checkbox deselected
StandardCost	Double	11.4xN	
DefaultShipSellLocation	Text	10xAN	<i>Only available in multi-user version</i>
DefaultReceiveAutoBuildLocation	Text	10xAN	<i>Only available in multi-user version</i>

Import Jobs

Field Name	Type	Format	Notes
JobNumber	Text	15xAN	Entry in this field is mandatory.
JobName	Text	25xAN	
SubJobOf	Text	15xAN	
Header	Text	1xA	D = Detail H = Header
Description	Text	255xAN	
Contact	Text	25xAN	
PercentComplete	Double	3.2xN	
StartDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
FinishDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
Manager	Text	25xAN	
LinkedCustomer	Text	50xAN	Card names can be up to 52 digits in length. The Jobs import table within MYOB only provides for card names up to 50 characters in length.
InactiveJob	Text	1xA	Y = Checkbox selected N = Checkbox deselected
TrackReimburseables	Text	1xA	Y = Checkbox selected N = Checkbox deselected

Import Miscellaneous Purchases

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
PurchaseNumber	Text	8xAN	
PurchaseDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
SuppliersNumber	Text	20xAN	
Memo	Text	255xAN	
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
Amount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
ImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
PurchaseStatus	Text	1xA	Q = Quote O = Order B = Bill
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	

Field Name	Type	Format	Notes
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
Category	Text	15xAN	

Import Miscellaneous Sales

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
InvoiceNumber	Text	8xAN	
SaleDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system.
CustomersNumber	Text	20xAN	
Memo	Text	255xAN	
SalespersonLastName	Text	50xAN	
SalespersonFirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the SalespersonLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the SalespersonLastName field is 50xAN.
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
Amount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
SaleStatus	Text	1xA	Q = Quote O = Order I = Invoice
CurrencyCode	Text	3xA	Only available in multi-user version.
ExchangeRate	Double	6.6xN	Only available in multi-user version.

Field Name	Type	Format	Notes
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
ReferralSource	Text	20xAN	
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	
Category	Text	15xAN	

Import Pay Bills

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
PayeeLine1	Text	255xAN	
PayeeLine2	Text	253xAN	The maximum length of PayeeLine2 is reduced by any content existing within field PayeeLine1.
PayeeLine3	Text	251xAN	The maximum length of PayeeLine3 is reduced by any content existing within fields PayeeLine1 and PayeeLine2.
PayeeLine4	Text	249xAN	The maximum length of PayeeLine4 is reduced by any content existing within fields PayeeLine1, PayeeLine2 and PayeeLine3.
PaymentAccount	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
ChequeNumber	Text	8xAN	
PaymentDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
PurchaseNumber	Text	8xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the sNumber field.
SuppliersNumber	Text	20xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the PurchaseNumber field.
BillDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
AmountApplied	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Memo	Text	255xAN	
AlreadyPrinted	Text	1xAN	Any non-zero value indicates that the Pay Bill entry is Already Printed.
CurrencyCode	Text	3xAN	<i>Only available in multi-user version</i>
ExchangeRate	Double	6.6xN	<i>Only available in multi-user version</i>

Import Personal Cards

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CardID field.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
CardID	Text	15xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CoLastName field.
CardStatus	Text	1XAN	Y = Checkbox selected N = Checkbox deselected
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
Address1AddressLine1	Text	255xAN	
Address1AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
Address1AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address1AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address1City	Text	255xAN	
Address1State	Text	255xAN	
Address1PostCode	Text	10xAN	
Address1Country	Text	255xAN	
Address1Phone1	Text	21xAN	
Address1Phone2	Text	21xAN	
Address1Phone3	Text	21xAN	
Address1Fax	Text	21xAN	
Address1Email	Text	255xAN	
Address1Website	Text	255xAN	
Address1Salutation	Text	15xAN	

Field Name	Type	Format	Notes
Address2AddressLine1	Text	255xAN	
Address2AddressLine2	Text	253xAN	The maximum length of Address2AddressLine2 is reduced by any content existing within field Address2AddressLine1.
Address2AddressLine3	Text	251xAN	The maximum length of Address2AddressLine3 is reduced by any content existing within fields Address2AddressLine1 and Address2AddressLine2.
Address2AddressLine4	Text	249xAN	The maximum length of Address2AddressLine4 is reduced by any content existing within fields Address2AddressLine1, Address2AddressLine2 and Address2AddressLine3.
Address2City	Text	255xAN	
Address2State	Text	255xAN	
Address2PostCode	Text	10xAN	
Address2Country	Text	255xAN	
Address2Phone1	Text	21xAN	
Address2Phone2	Text	21xAN	
Address2Phone3	Text	21xAN	
Address2Fax	Text	21xAN	
Address2Email	Text	255xAN	
Address2Website	Text	255xAN	
Address2Salutation	Text	15xAN	
Address3AddressLine1	Text	255xAN	
Address3AddressLine2	Text	253xAN	The maximum length of Address3AddressLine2 is reduced by any content existing within field Address3AddressLine1.
Address3AddressLine3	Text	251xAN	The maximum length of Address3AddressLine3 is reduced by any content existing within fields Address3AddressLine1 and Address3AddressLine2.
Address3AddressLine4	Text	249xAN	The maximum length of Address3AddressLine4 is reduced by any content existing within fields Address3AddressLine1, Address3AddressLine2 and Address3AddressLine3.
Address3City	Text	255xAN	
Address3State	Text	255xAN	
Address3PostCode	Text	10xAN	
Address3Country	Text	255xAN	
Address3Phone1	Text	21xAN	
Address3Phone2	Text	21xAN	
Address3Phone3	Text	21xAN	

Field Name	Type	Format	Notes
Address3Fax	Text	21xAN	
Address3Email	Text	255xAN	
Address3Website	Text	255xAN	
Address3Salutation	Text	15xAN	
Address4AddressLine1	Text	255xAN	
Address4AddressLine2	Text	253xAN	The maximum length of Address Line 2 is reduced by any content existing within field Address1AddressLine1.
Address4AddressLine3	Text	251xAN	The maximum length of Address Line 2 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address4AddressLine4	Text	249xAN	The maximum length of Address Line 2 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address4City	Text	255xAN	
Address4State	Text	255xAN	
Address4PostCode	Text	10xAN	
Address4Country	Text	255xAN	
Address4Phone1	Text	21xAN	
Address4Phone2	Text	21xAN	
Address4Phone3	Text	21xAN	
Address4Fax	Text	21xAN	
Address4Email	Text	255xAN	
Address4Website	Text	255xAN	
Address4Salutation	Text	15xAN	
Address5AddressLine1	Text	255xAN	
Address5AddressLine2	Text	253xAN	The maximum length of Address5AddressLine2 is reduced by any content existing within field Address5AddressLine1.
Address5AddressLine3	Text	251xAN	The maximum length of Address5AddressLine3 is reduced by any content existing within fields Address5AddressLine1 and Address5AddressLine2.
Address5AddressLine4	Text	249xAN	The maximum length of Address5AddressLine4 is reduced by any content existing within fields Address5AddressLine1, Address5AddressLine2 and Address5AddressLine3.
Address5City	Text	255xAN	
Address5State	Text	255xAN	
Address5PostCode	Text	10xAN	

Field Name	Type	Format	Notes
Address5Country	Text	255xAN	
Address5Phone1	Text	21xAN	
Address5Phone2	Text	21xAN	
Address5Phone3	Text	21xAN	
Address5Fax	Text	21xAN	
Address5Email	Text	255xAN	
Address5Website	Text	255xAN	
Address5Salutation	Text	15xAN	
Picture	Text	255xAN	
Notes	Text	255xAN	
Identifiers	Text	10xA	
CustomList1	Text	30xAN	
CustomList2	Text	30xAN	
CustomList3	Text	30xAN	
CustomField1	Text	255xAN	
CustomField2	Text	255xAN	
CustomField3	Text	255xAN	

Import Professional Purchases

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
PurchaseNumber	Text	8xAN	
PurchaseDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
SuppliersNumber	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
Memo	Text	255xAN	
DetailDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
Amount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
Comment	Text	255xAN	
PromisedDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
ImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
PurchaseStatus	Text	1xA	Q = Quote O = Order B = Bill
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version

Field Name	Type	Format	Notes
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
Category	Text	15xAN	

Import Professional Sales

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
InvoiceNumber	Text	8xAN	
SaleDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CustomersNumber	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
DetailDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
Amount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
PromisedDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
SaleStatus	Text	1xA	Q = Quote O = Order I = Invoice
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version

Field Name	Type	Format	Notes
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
SalespersonLastName	Text	50xAN	
SalespersonFirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the SalespersonLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the SalespersonLastName field is 50xAN.
ReferralSource	Text	20xAN	
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Date	MM/YY	
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	
Category	Text	15xAN	

Import Receive Money

Field Name	Type	Format	Description
DepositAccount	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
TransactionID	Text	8xAN	
ReceiptDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CoLastName	Text	50xAN	
FirstName	Text	20xAN	When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
Memo	Text	255xAN	
AllocationAccount	Integer	5xN	Entry in this field is mandatory if the record is an Allocation Line. Do not include the account separator.
Amount	Double	13.2xN	
Job	Text	15xAN	Should only be reported within Allocation lines.
<i>CurrencyCode</i>	<i>Text</i>	<i>3xAN</i>	<i>Only available in multi-user version</i>
<i>ExchangeRate</i>	<i>Double</i>	<i>6.6xN</i>	<i>Only available in multi-user version</i>
PaymentMethod	Text	20xAN	
DrawerChequeNumber	Text	25xAN	
CardNumber	Text	25xAN	
NameOnCard	Text	50xAN	
ExpiryDate	Text	MM/YY	
AuthorisationCode	Text	255xAN	
PaymentNotes	Text	255xAN	
AllocationMemo	Text	255xAN	Should only be reported within Allocation lines.
Category	Text	15xAN	

Import Receive Payments

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
DepositAccount	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
TransactionID	Text	8xAN	
ReceiptDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
InvoiceNumber	Text	8xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CustomersNumber field.
CustomersNumber	Text	20xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the InvoiceNumber field.
InvoiceDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
AmountApplied	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Memo	Text	255xAN	
CurrencyCode	Text	3xAN	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	

Import Service Purchases

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
AddressLine1	Text	255xAN	
AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Inclusive	Text	1xAN	Any non-zero value indicates that the Sale Invoice is Tax Inclusive.
PurchaseNumber	Text	8xAN	
PurchaseDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
SuppliersNumber	Text	20xAN	
DeliverVia	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
ExTaxAmount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.

Field Name	Type	Format	Notes
IncTaxAmount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
DeliveryDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
TaxAmount	Double	13.2xN	Currency formatting must not be applied.
ImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
FreightExTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightIncTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightTaxCode	Text	3xAN	
FreightNonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightImportDutyAmount	Double	13.2xN	Currency formatting must not be applied.
PurchaseStatus	Text	1xA	Q = Quote O = Order B = Bill
<i>CurrencyCode</i>	<i>Text</i>	<i>3xA</i>	<i>Only available in multi-user version</i>
<i>ExchangeRate</i>	<i>Double</i>	<i>6.6xN</i>	<i>Only available in multi-user version</i>
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
Category	Text	15xAN	

Import Service Sales

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
AddressLine1	Text	255xAN	
AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
InvoiceNumber	Text	8xAN	
SaleDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CustomersNumber	Text	20xAN	
DeliverVia	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
Description	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
Amount	Double	13.2	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
SalespersonLastName	Text	50xAN	

Field Name	Type	Format	Notes
SalespersonFirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the SalespersonLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the SalespersonLastName field is 50xAN.
DeliveryDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
ReferralSource	Text	20xAN	
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightTaxCode	Text	3xAN	
FreightNonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
FreightAmount	Double	13.2xN	Currency formatting must not be applied.
SaleStatus	Text	1xA	Q = Quote O = Order I = Invoice
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	
Category	Text	15xAN	

Import Spend Money

Field Name	Type	Format	Notes
ChequeAccount	Integer	5xN	Entry in this field is mandatory if the record is the Total Line. Do not include the account separator.
ChequeNumber	Text	8xAN	
PaymentDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CoLastName	Text	50xAN	
FirstName	Text	20xAN	When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
PayeeLine1	Text	255xAN	
PayeeLine2	Text	253xAN	The maximum length of PayeeLine2 is reduced by any content existing within field PayeeLine1.
PayeeLine3	Text	251xAN	The maximum length of PayeeLine3 is reduced by any content existing within fields PayeeLine1 and PayeeLine2.
PayeeLine4	Text	249xAN	The maximum length of PayeeLine4 is reduced by any content existing within fields PayeeLine1, PayeeLine2 and PayeeLine3.
Memo	Text	255xAN	
AllocationAccount	Integer	5xN	Entry in this field is mandatory if the record is an Allocation Line. Do not include the account separator.
Amount	Double	13.2xN	Entry in this field is mandatory. Do not include the account separator. Currency formatting must not be applied.
Job	Text	15xAN	Should only be reported within Allocation lines.
AlreadyPrinted	Text	1xAN	Any non-zero value indicates that the Spend Money entry is Already Printed.
CurrencyCode	Text	3xA	Only available in multi-user version
ExchangeRate	Double	6.6xN	Only available in multi-user version
AllocationMemo	Text	255xAN	Should only be reported within Allocation lines.
Category	Text	15xAN	

Import Supplier Cards

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CardID field.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
CardID	Text	15xAN	Entry in this field is conditional. A value must exist within this field if no value exists within the CoLastName field.
CardStatus	Text	1XAN	Y = Checkbox selected N = Checkbox deselected
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
Address1AddressLine1	Text	255xAN	
Address1AddressLine2	Text	253xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
Address1AddressLine3	Text	251xAN	The maximum length of Address1AddressLine3 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address1AddressLine4	Text	249xAN	The maximum length of Address1AddressLine4 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address1City	Text	255xAN	
Address1State	Text	255xAN	
Address1PostCode	Text	10xAN	
Address1Country	Text	255xAN	
Address1Phone1	Text	21xAN	
Address1Phone2	Text	21xAN	
Address1Phone3	Text	21xAN	
Address1Fax	Text	21xAN	
Address1Email	Text	255xAN	

Field Name	Type	Format	Notes
Address1Website	Text	255xAN	
Address1ContactName	Text	25xAN	
Address1Salutation	Text	15xAN	
Address2AddressLine1	Text	255xAN	
Address2AddressLine2	Text	253xAN	The maximum length of Address2AddressLine2 is reduced by any content existing within field Address2AddressLine1.
Address2AddressLine3	Text	251xAN	The maximum length of Address2AddressLine3 is reduced by any content existing within fields Address2AddressLine1 and Address2AddressLine2.
Address2AddressLine4	Text	249xAN	The maximum length of Address2AddressLine4 is reduced by any content existing within fields Address2AddressLine1, Address2AddressLine2 and Address2AddressLine3.
Address2City	Text	255xAN	
Address2State	Text	255xAN	
Address2PostCode	Text	10xAN	
Address2Country	Text	255xAN	
Address2Phone1	Text	21xAN	
Address2Phone2	Text	21xAN	
Address2Phone3	Text	21xAN	
Address2Fax	Text	21xAN	
Address2Email	Text	255xAN	
Address2Website	Text	255xAN	
Address2ContactName	Text	25xAN	
Address2Salutation	Text	15xAN	
Address3AddressLine1	Text	255xAN	
Address3AddressLine2	Text	253xAN	The maximum length of Address3AddressLine2 is reduced by any content existing within field Address3AddressLine1.
Address3AddressLine3	Text	251xAN	The maximum length of Address3AddressLine3 is reduced by any content existing within fields Address3AddressLine1 and Address3AddressLine2.

Field Name	Type	Format	Notes
Address3AddressLine4	Text	249xAN	The maximum length of Address3AddressLine4 is reduced by any content existing within fields Address3AddressLine1, Address3AddressLine2 and Address3AddressLine3.
Address3City	Text	255xAN	
Address3State	Text	255xAN	
Address3PostCode	Text	10xAN	
Address3Country	Text	255xAN	
Address3Phone1	Text	21xAN	
Address3Phone2	Text	21xAN	
Address3Phone3	Text	21xAN	
Address3Fax	Text	21xAN	
Address3Email	Text	255xAN	
Address3Website	Text	255xAN	
Address3ContactName	Text	25xAN	
Address3Salutation	Text	15xAN	
Address4AddressLine1	Text	255xAN	
Address4AddressLine2	Text	253xAN	The maximum length of Address4 Line 2 is reduced by any content existing within field Address1AddressLine1.
Address4AddressLine3	Text	251xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1AddressLine1 and Address1AddressLine2.
Address4AddressLine4	Text	249xAN	The maximum length of Address4 Line 2 is reduced by any content existing within fields Address1AddressLine1, Address1AddressLine2 and Address1AddressLine3.
Address4City	Text	255xAN	
Address4State	Text	255xAN	
Address4PostCode	Text	10xAN	
Address4Country	Text	255xAN	
Address4Phone1	Text	21xAN	
Address4Phone2	Text	21xAN	
Address4Phone3	Text	21xAN	
Address4Fax	Text	21xAN	
Address4Email	Text	255xAN	
Address4Website	Text	255xAN	
Address4ContactName	Text	25xAN	

Field Name	Type	Format	Notes
Address4Salutation	Text	15xAN	
Address5AddressLine1	Text	255xAN	
Address5AddressLine2	Text	253xAN	The maximum length of Address5AddressLine2 is reduced by any content existing within field Address5AddressLine1.
Address5AddressLine3	Text	251xAN	The maximum length of Address5AddressLine3 is reduced by any content existing within fields Address5AddressLine1 and Address5AddressLine2.
Address5AddressLine4	Text	249xAN	The maximum length of Address5AddressLine4 is reduced by any content existing within fields Address5AddressLine1, Address5AddressLine2 and Address5AddressLine3.
Address5City	Text	255xAN	
Address5State	Text	255xAN	
Address5PostCode	Text	10xAN	
Address5Country	Text	255xAN	
Address5Phone1	Text	21xAN	
Address5Phone2	Text	21xAN	
Address5Phone3	Text	21xAN	
Address5Fax	Text	21xAN	
Address5Email	Text	255xAN	
Address5Website	Text	255xAN	
Address5ContactName	Text	25xAN	
Address5Salutation	Text	15xAN	
Picture	Text	255xAN	
Notes	Text	255xAN	
Identifiers	Text	10xA	
CustomList1	Text	30xAN	
CustomList2	Text	30xAN	
CustomList3	Text	30xAN	
CustomField1	Text	255xAN	
CustomField2	Text	255xAN	
CustomField3	Text	255xAN	
BillingRate	Double	10.4xN	<i>Only available in multi-user version</i> Currency formatting must not be applied.

Field Name	Type	Format	Notes
CostPerHour	Double	10.4xN	Only available in multi-user version Currency formatting must not be applied.
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
TaxCode	Text	3xAN	
CreditLimit	Double	7.2xN	Currency formatting must not be applied.
TaxIDNumber	Text	19xAN	
VolumeDiscount	Double	2.2xN	Percent formatting must not be applied.
PurchaseLayout	Text	1xA	S = Service I = Item P = Professional T = Time Billing M = Miscellaneous Any other value = No Default
ExpenseAccount	Integer	5xN	Do not include the account separator.
PurchaseComment	Text	255xAN	
DeliveryMethod	Text	20xAN	
PrintedForm	Text	255xAN	
FreightTaxCode	Text	3xAN	
PaymentMemo	Text	255xAN	
PurchaseDelivery	Text	1xA	P= To be Printed E= To be Emailed B= To be Printed and Emailed A= Already Printed or Sent

Import Time Billing Sales

Field Name	Type	Format	Notes
CoLastName	Text	50xAN	Entry in this field is mandatory.
FirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the CoLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the CoLastName field is 50xAN.
InvoiceNumber	Text	8xAN	
SaleDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
CustomersNumber	Text	20xAN	
DeliveryStatus	Text	1xA	P= To be printed E = To be emailed B = To be printed and emailed A = Already printed or sent
DetailDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
ActivityID	Text	30xAN	Entry in this field is mandatory.
HoursUnits	Double	11.2xN	Negative values are indicated as such by way of a leading negative sign.
Note	Text	255xAN	
Rate	Double	11.4xN	Currency formatting must not be applied.
Amount	Double	11.2xN	Currency formatting must not be applied.
Job	Text	15xAN	
Comment	Text	255xAN	
Memo	Text	255xAN	
PromisedDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
TaxCode	Text	3xAN	
NonTaxAmount	Double	13.2xN	Currency formatting must not be applied.
TaxAmount	Double	13.2xN	Currency formatting must not be applied.
SaleStatus	Text	1xA	Q = Quote O = Order I = Invoice
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
ExchangeRate	Double	6.6xN	<i>Only available in multi-user version</i>

Field Name	Type	Format	Notes
PaymentIsDue	Integer	1xN	0 = C.O.D 1 = Prepaid 2 = In a Given # of Days 3 = On a Day of the Month 4 = # of Days after EOM 5 = Day of Month after EOM
DiscountDays	Integer	3xN	
BalanceDueDays	Integer	3xN	
PercentDiscount	Double	2.2xN	Percent formatting must not be applied.
PercentMonthlyCharge	Double	2.2xN	Percent formatting must not be applied.
SalespersonLastName	Text	50xAN	
SalespersonFirstName	Text	20xAN	If a value exists in this field, the Designation of the Card is Individual. When the card is Individual, the format of the SalespersonLastName field is 30xAN. If no value exists in this field, the Designation of the Card is Company. When the card is Company, the format of the SalespersonLastName field is 50xAN.
ReferralSource	Text	20xAN	
AmountPaid	Double	13.2xN	Currency formatting must not be applied.
PaymentMethod	Text	20xAN	
PaymentNotes	Text	255xAN	
NameOnCard	Text	50xAN	
CardNumber	Text	25xAN	
ExpiryDate	Text	MM/YY	
AuthorisationCode	Text	255xAN	
DrawerChequeNumber	Text	25xAN	
Category	Text	15xAN	
AddressLine1 ^	Text	255xAN	
AddressLine2 ^	Text	255xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1.
AddressLine3 ^	Text	255xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1 and AddressLine2.
AddressLine4 ^	Text	255xAN	The maximum length of Address1AddressLine2 is reduced by any content existing within field Address1AddressLine1, AddressLine2. and AddressLine3.
DeliverVia ^	Text	20xAN	

Field Name	Type	Format	Notes
FreightAmount ^	Double	13.2xAN	Currency formatting must not be applied.
FreightTaxCode ^	Text	3xAN	
FreightNonTaxAmount ^	Double	13.2xN	
FreightTaxAmount ^	Double	13.2xAN	Currency formatting must not be applied.
Location ^	Text	10xAN	<i>Only available in multi-user version</i>

(^) Fields marked are only available when the "I Include Items on Time Billing Invoice" is selected within the UserID record.

Import General Journals

Field Name	Type	Format	Notes
JournalNumber	Text	8xAN	
JournalDate	Text	11xAN	Date format is controlled within the Regional Settings of the operating system
Memo	Text	255xAN	
AccountNumber	Integer	5xN	Entry in this field is mandatory. Do not include the account separator.
DebitAmount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
CreditAmount	Double	13.2xN	Entry in this field is mandatory. Currency formatting must not be applied.
Job	Text	15xAN	
CurrencyCode	Text	3xA	<i>Only available in multi-user version</i>
ExchangeRate	Double	6.6xN	<i>Only available in multi-user version</i>
AllocationMemo	Text	255xAN	
Category	Text	15xAN	