

Sales Data Import Template

Field Name	Description	Data Type	Comment
Invoice Date	Date the order was invoiced	Date	One year product sales data
Invoice Number	Unique ID for the invoice, including generation identifier	Text	
Ship To Customer ID	Unique ID number for ship-to account	Text	
Bill To Customer ID	Unique ID for bill-to	Text	
Customer Type	Customer market segmentation classification	Text	
Customer Size	Customer size classification	Text	
Branch ID	ID of Pricing Branch	Text	
Branch Name	Name of Pricing Branch	Text	
SKU Number	Unique product ID number	Text	
SKU Name	Product Description	Text	
SKU Invoice COGS	Product COGS (at time of sale)	Numeric	
Quantity Shipped	Quantity on the invoice	Numeric	
Unit Of Measure	Alpha description of the unit of sale (ea,ft,pc, C, M)	Text	
Unit Size	Quantity of product per alpha unit (1, 100, 1000, etc)	Numeric	
Supplier ID	Manufacturer or vendor ID	Text	
Supplier Name	Manufacturer or vendor Name	Text	
Product Family ID	ID of SKU's product category - a classification of the SKU based on function, application, vendor, etc	Text	
Product Family Description	Description of Product Family	Text	
Invoiced Sell Price	SKU sell price	Numeric	
Invoiced Extended Sales	SKU sell price x qty sold	Numeric	
Invoiced Extended COGS	SKU COGS x qty sold by invoice	Numeric	
Invoiced Gross Margin	SKU level Gross Margin Dollars	Numeric	
System/Matrix Price	Suggested price for order at time of invoice prior to any manual adjustment in order entry	Numeric	
Price Method	Source of the price on the transaction, e.g. CSP, Promo, Manual Override, Standard	Text	
Transaction Type	e.g., regular transactions vs. rebate vs. agency/commission vs. lot billing	Text	
Cost Type	Source of cost on the transaction, e.g. Regular (standard into stock), Rebate, Manual Override, etc.	Text	
Direct Ship Indicator	Indicate "Y" if the line item was shipped directly from the Vendor to the customer, otherwise "N".	Text	
Cost Matrix ID	ID of contract record used to determine cost on the transaction	Text	
Price Matrix ID	ID of contract record used to determine sell price on the transaction	Text	

Sales Data import file column titles (field names) **MUST** match and correspond to the field names on this document. Do not include sales on obsolete or items marked for deletion.

Blue = required fields