

Viewpost North America
Address Book Import Field Requirements

Csv Name	Required	Max Length	Description	Type
Address Book ID	REQUIRED	55	The invoice ID in your accounting system. IDs must be unique. Each Company needs a unique ID	string
Company Name	REQUIRED	240	The company name associated with the Company	string
Address Book Type	REQUIRED	10	Only accepted types are either Customer, Vendor	string
Address Line 1	OPTIONAL	240	First line of company address (street address).	string
Address Line 2	OPTIONAL	240	Second line of company address (street address).	string
Address Line 3	OPTIONAL	240	Third line of company address (street address).	string
Address Line 4	OPTIONAL	240	Fourth line of company address (street address).	string
Address City	OPTIONAL	35	City of company address (street address).	string
Address State	OPTIONAL	2	State of company address (street address).	string
Address Postal Code	OPTIONAL	10	Postal code of company address (street address). Input should be 5 or 9 digit postal code. If 9 digits, include dash (xxxxx-xxxx)	string
Address Country	OPTIONAL	25	Country of company address (street address).	string
Contact First Name	OPTIONAL	150	The contact first name associated with the Company.	string
Contact Last Name	OPTIONAL	150	The contact last name associated with the Company.	string
Contact Email Address	OPTIONAL	254	The email address associated with the Company. Companies are invited to join Viewpost using this address.	string
Contact Phone Number	OPTIONAL	14	The phone number associated with the Company.	string