

Customer Extract

Views → Reports → Customer → Extract CSV

Customer Extraction.

1. Extract Customers From The Customer File.
2. Extract Customers Based On Invoice Data.

Enter A Selection From The Menu Above _

F1=Help

Take option 1 to extract customers from the customer file

Take option 2 to extract customers based on invoice data

In this example, we have selected option 1. Extract Customers From The Customer File

Customer Extraction To A CSV File Using The Customer File.

```
Select Customers To Extract With...
=====
Customer # ..... Thru 99999999
Customer Type .. CROW (Ex. R=Retail, C=Commerical)
A/R Type ..... COSB (Ex. O=Open Item, C=Cash)
Mail Switch .... - ..... Thru Z
Salesman Code... - ..... Thru Z
Route Number... - ..... Thru Z
Last Sold..... - ..... Thru 12/31/2032

Include Inactive Accounts? N (Y/N)
Only Past Due Accounts? .. N (Y/N)
Exclude The Defaulted System Cash Account? (Y/N) Y
Store #..... 0 (1-99/0=All)

Any Changes? (Y/N) !
```

Enter the appropriate selections to extract the data you require and enter N for No at Any Changes?

Customer Extraction Complete.

Total Customers Output.: 3906
Output filename is.....: DATA100.CSV

Press Any Key To Continue.

When notified that the extraction is complete, press Enter

The file will begin to download

Attempt Program Launch? [Y,N]?

Enter Y to open the file