

# Business partner database import

To make it easier to get started with Ozols TMS, we recommend that you use this option to import existing business partners database by following the steps below:

1. Create an Excel table that contains business partner information, using the following example:

Company Name	Registration number	VAT number	Address Street	Address City	Address Postal code	Address Country	Bank	SWIFT code	Account number	Name of the contact person	Surname of the contact person	Phone Number	E-mail	etc

2) Send the prepared table to the OZOLS TMS technicians who will import the data into your database. E-mail: [info@clouDEX.lv](mailto:info@clouDEX.lv)

If you have any questions about these instructions, please contact the OZOLS TMS customer support team: [info@clouDEX.lv](mailto:info@clouDEX.lv) or call 003-71 **28-38-83-00**

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