

# Import Product Weight and/or Rate Information

Last Modified on 11/02/2022 10:32 am EST

Import changes to existing inventory with a smaller selection of data (for example rate and weight)

First export product information (copy/paste the query below into [Export Query Builder](#) )

```
SELECT G.group_code      AS [Product Group],
       G.group_descv6    AS [Group Description],
       IM.category        AS [Product Category],
       C.cat_descv6      AS [Category Description],
       IM.product_code    AS [Product Code],
       IM.descriptionv6  AS [Product Description],
       IM.printeddesc    AS [Printed Description],
       IM.unit_volume    AS [Unit Volume],
       IM.unit_weight    AS [Unit Weight],
       IM.rlength        AS [Unit Length],
       IM.rwidth         AS [Unit Width],
       IM.rheight        AS [Unit Height],
       IM.cost_price     AS [Cost price],
       R.rate_1st_day    AS [Rate1st Day],
       R.rate_extra_days AS [Rate Extra Days],
       R.rate_week       AS [Rate Week],
       R.rate_long_term  AS [Rate Long Term]
FROM   dbo.tblinvmas AS IM
       LEFT OUTER JOIN dbo.tblgroup AS G
           ON G.group_code = IM.groupfld
       LEFT OUTER JOIN dbo.tblcategory AS C
           ON C.category_code = IM.category
       LEFT OUTER JOIN dbo.tblratetbl AS R
           ON R.productcode = IM.product_code
           AND R.tableno = 0
WHERE  ( IM.product_type_v41 = 0 )
ORDER BY [product group],
         [product category],
         [product code]
```

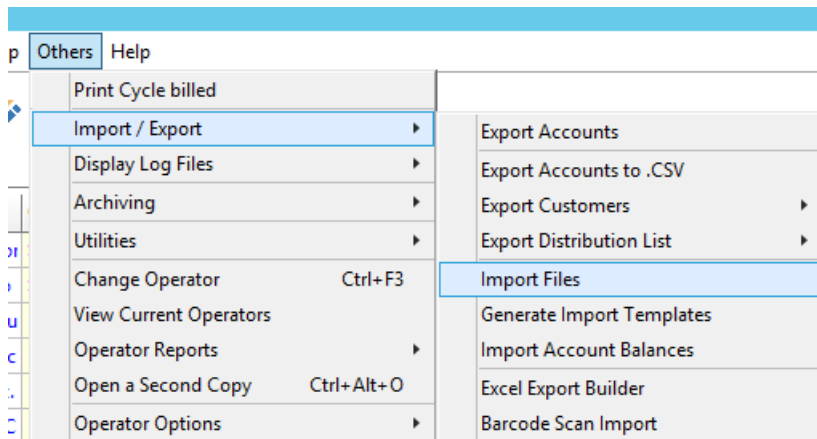
Then modify using the guidelines below:

- Do not change the Key values for each product (as outlined below).
- Modify the other details as needed.
- Do not use commas in any of the fields
- Then save as csv or tab delimited file.

Product Group	Group Description	Product Category	Category Description	Product Code	Product Description	Printed Description	Unit Volume	Unit Weight	Unit Length	Unit Width	Unit Height	Cost Price	Rate List Date	Rate Extra Day	Rate
1. AUDIO	AUDIO	POW/SPEAK	Powered Speakers	ALTS315	Alto TS315 Speaker		1000	30	10	10	10	100		80	75
3. AV EQUIP	AV EQUIPMENT	FISCRE	PROJECTION SCREENS	FF3076F	10' X 7'6" FAST FOLD SCREEN FRONT	10' X 7'6" FAST FOLD SCREEN FRONT	0	10	0	0	0	0		65	0
4. COMPUTER	Computer Equipment	DESKTOPS	Desktop Computers	DELL-KEY			0	20	0	0	0	5000		110	50
5. EFFECTS	EFFECTS	SMOKE	SMOKE & HAZE	JEM2R12	JEM 2R12 SMOKE MACHINE REMOTE / DMX	JEM 2R12 SMOKE MACHINE REMOTE / DMX	0	30	0	0	0	0		20	0
6. AUDIO	AUDIO	POW/SPEAK	Powered Speakers	SP175	SP-15 Floor-Spacial Speaker		8263	3466	77.2	17.46	10.4	43.17		1000	0

There is no 'Undo Import' option, ensure you have a backup of your database before importing

- From the main menu Others-->Import/Export option from Rentalpoint main menu



RP
X

### Import Files

**Import**

<input checked="" type="radio"/> Rental Products <input type="radio"/> Sales Products <input type="radio"/> Vendors <input type="radio"/> Technicians <input type="radio"/> Customers <input type="radio"/> Contacts <input type="radio"/> Customers and Contacts	<input type="radio"/> Components, Accessories, Alternatives <input type="radio"/> Venues <input type="radio"/> Labour Products <input type="radio"/> Rental Rates <input type="radio"/> Sale Prices <input type="radio"/> Assets
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**Duplicate Records**

 Skip Them  
 Update Them

**First Row**

 Header  
 Data

**File Format**

 Comma Separated (.CSV)  
 Tabular Delimited

RP Import Rental Data

Drag fields from 'Import Fields' and drop in 'Matching Fields'.

Import Fields	RentalPoint Fields	Matching Fields
Group Description	Is a Generic Item	
Product Category	Unit Weight	Unit Weight
Category Description	Unit Volume	Unit Volume
Product Code	Picture Filename	
Product Description	Config (Single/Pack/Macro)	
Printed Description	Hourly Rate	
Unit Volume	Half Day	
Unit Weight	Rate 1st Day	Rate1st Day
Unit Length	Rate Extra Days	Rate Extra Days
Unit Width	Rate Week	Rate Week
Unit Height	Rate Long Term	Rate Long Term
Cost price		
Rate1st Day		
Rate Extra Days		
Rate Week		
Rate Long Term		

Inventory Import Options

You can use the import tool to update asset information. If you're updating the asset serial number there may be maintenance records attached to the serial number. You can choose to update the maintenance records to reflect the new serial number, or leave the maintenance records as is.

Update Maintenance Records
  Leave Maintenance Records As Is

\* - Denotes fields that are only related to the asset record