

## OnRent: Service Import Guide

Field	Mandatory	Values	Notes	Default	Example
ID	No	Automatically Assigned	The ID is system identifier for this record. To create new records: leave blank To update existing records: leave intact	Automatically created and assigned	4cfde7ec-01e4-4575-8fcb
Description	No	Maximum Characters 50	A description for the Service	Blank	<i>A crane operator is certified to use specialised equipment.</i>
Name	Yes	Maximum Characters 50	This is the Name of the Service. Service Names must be unique.	Blank	Crane Driver
ActiveFlag	No	True – Active False - Inactive	Mark a Service as inactive to hide it in the default view and prevent it from being added to new orders.	TRUE	
DiscountableFlag	No	True - Discountable False - Not Discountable	Prevent a Service from being rented or sold on an Order at less than its rate by marking discountable as no.	FALSE	
Code	Yes	Maximum Characters 10	This is the Code of the Service. Service Codes must be unique.	Blank	CRANED
GeneralLedgerTemplateName	No	Matching General Ledger Template Name in System Setup > General Ledger Templates.	The General Ledger Template is the revenue group used when this Service is sold/rented.	The Company Default General Ledger Template in Maintenance Data	Service Income
RateDefinitionName	No	Matching Rate Definition Name in > System Setup > Rate Definitions	This is the Charging Rate that is associated with the Service. These can be made in System Setup > Rate Definitions	The Company Default Rate in Company Settings	Weekly Rate

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TaxClassName	No	Matching Tax Class Name in > Accounting and Charging > Tax Class	The product tax class to be applied to this Service. The value must match the name of a tax class in System Setup > Product Tax Classes.	The Company Default Tax Class in Taxation	Standard VAT
ServiceType	No	Matching Service Type in > System Setup > List of Values	To specify different Service Types and apply them against specific Services, you can add or change your list of values.	Company Default Service Type Value	Crew