Importing a Pricebook (Products & Pricebook Data)

NOTE: NRS can assist you with uploading your Pricebook for a flat fee. **Please contact your Sales Agent.**

Importing a Pricebook from another POS to ours is very simple. It can be done by merchants by following the Pricebook Template we provide, and formatting the columns with the basic information required for the POS to manage and report the sales properly.

UPC column is purposely made a TEXT FIELD so that leading zeros don't get lost. **Please remove the 3 sample items once your data is completed.**

PLEASE CONTACT US FOR THE PRICEBOOK TEMPLATE

Once the data base is formatted accordingly, the NRS merchant portal offers the "upload" tab from the Pricebook Tile.

We provide diagnostics for merchants to identify and repair data that does not meet our upload requirements. Note: Ensure that you bring your data **into our template, by selecting "paste values".**

Below, we provide an explanation and guidance for each of the columns required for the upload.

Some information about the columns in the spreadsheet:

UPC – Contains the FULL UPC including any leading zeroes and the check digit at the end. **(We only allow 8, 12, and 13 digit UPCs)**
Any PLU items from the original Pricebook with not be added.

Department – Contains the actual name of the department you want to use. Capital letters make a difference, so keep the name consistent with the department names you have created on our POS.

Qty – Is the Qty for the price entered (e.g. if something is sold 2 for $1.00 the qty would be 2 and the Cents would be 100). For most items the Qty is normally 1.

Cents – Is the price in whole cents (no fractions or decimal points) for the total amount of items in the Qty field. If the item is sold by weight, then the Qty would be in whole pounds, and the price would be in cents for that number of pounds.

Incltaxes – Indicates if this item's price includes taxes. Normally this would be 'n'. to include the tax in the final price entered, use 'y'.

Inclfees – Similar to incltaxes but for fees, normally 'n'.

Name – This is the description of the item stored in the database, shown on the screen, and printed on receipts. keep it short but meaningful.

Size – This is the size of the item.

EBT – This field specifies whether or not this item is eligible for EBT snap (food stamp) payment. The options are 'y', 'n', or blank. Leaving it blank means it is the same value as the department the item is in.

Byweight – Set to 'y' if the item is sold by weight and the Qty will be pounds and cents will be price for that Qty pounds. otherwise set to 'n'.

NOTE: "Sold by weight" items require an integrated scale. Please visit campnrs.com > Resources > Scales to see information of compatible scale models and our scale policy.

Would you like our help to upload your Pricebook for you?

NRS IS AVAILABLE TO ASSIST!
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For a fee, our team can save you time and upload your Pricebook:

1) Request Pricebook Upload assistance by contacting your sales agent, or Customer Support: (800) 295-0931 or support@nrsplus.com.
2) We will provide an invoice for payment, due before service is rendered.
3) Please email us your Pricebook in the template we provide. (The template is also available in CampNRS.com).
4) The file can contain **up to 4,500** items/UPCs***.
5) Please allow up to ten (10) business days for us to contact you that your Pricebook Upload has been completed.

***NOTE: NRS CANNOT GUARANTEE THE FINAL NUMBER OF PRICEBOOK ITEMS THAT WILL SUCCESSFULLY UPLOAD INTO YOUR POS. YOU CAN CONTINUE TO ADD ITEMS YOURSELF AT ANY TIME. HOW-TO VIDEOS CAN BE FOUND AT CAMPNRS.COM.