

Import QuickBooks customers and vendors

Authorized office users | Quick reference guide

1. Check the connection

Confirm QuickBooks is connected to the correct company.

2. Open the appropriate import

Use the customer import for billing customers or vendor import for outside carriers. Review existing matches before importing.

3. Verify the results

Search the destination directory and confirm the imported record is available before using it on a load.

Need help? support@herdhaul.com

Do not email passwords, private driver links, or BOL files.