Instructions - Import of freights from a CSV file

<u>Step 1</u>

Prepare a file with offers by keeping the order of columns

<u>Step 2</u>

Once the data is entered, save the file in a CSV format with the following settings: Encoding: UTF-8, Delimiter: , (comma) Marking a textbox: "" (text enclosed in quotation marks)

Order of CSV file columns

Loading-country Loading-postal Loading-city Unloading-country Unloading-postal Unloading-city Loading-date Unloading-date external shipment id (optional) capacity publication price currency publication price value (optional) Vehicle-size Vehicle-type Freight type Description (optional) Loading-type (optional) Load-name (optional) Load-type* (optional) Load-length (optional) Load-width (optional) Load-height (optional) Load-volume (optional) Additional-requirements* (optional) ADR* (optional)

*to be added to the sample file

Supported formats and sample data

Loading-country / Unloading-country

Country of loading / unloading Format: country name in ISO format (PL, DE)

Value in spreadsheet	Value in system	
PL	Poland	
DE	Germany	

Loading-postal / Unloading-postal

Postal code of loading / unloading Format: Between 1 and 7 characters

Value in spreadsheet	Value in system
51-245	51-245

Loading-city / Unloading-city

City of loading / unloading Format: Between 1 and 40 characters

Value in spreadsheet	Value in system
Wrocław	Wrocław

Loading-date / Unloading-date

Date of loading / unloading Format: DD.MM.YYYY HH:MM Condition: The date of loading must be earlier than the date of unloading

Value in spreadsheet	Value in system
23.11.2012 15:45	23.11.2012 15:45

External_shipment_id

Optional identification number Format: Between 1 and 40 characters

Value in spreadsheet	Value in system
id/2020/cd/19	id/2020/cd/19

capacity

Capacity

Format: Enter a value in tons – 0.01 do 999.99

Value in spreadsheet Value in system

24	24
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publication_price_currency

Currency of publication Enter currency symbol (e.g. EUR, CHF, PLN, GBP)

Value in spreadsheet	Value in system
EUR	EUR

publication_price_value

Freight price

Format: Enter a value between 0.01 and 99999.99

Value in spreadsheet	Value in system
100	100

Vehicle-size

Size of a vehicle

Format: A specific number indicating a value in the system List of available values:

Value in spreadsheet	Value in system
1	bus
2	double trailer
3	truck
4	any
5	solo

Vehicle-type

Type of a vehicle

Format: A specific number indicating a value in the system. **A maximum of five body types** can be specified by separating them with "," (without space). In result, an offer will be submitted for multiple body types.

List of available values:

Value in spreadsheet	Value in system
1	cooler
2	isotherm
3	food tanker
4	fuel tanker
5	chemical tanker

6	gas tanker
7	silo
8	standard
9	curtainsider
10	mega
11	coilmulde
12	log trailer
13	platform trailer
14	tow truck
15	other
16	hook truck
17	low loader
18	tractor unit
19	box
20	dump truck
21	swap body
37	20' standard
38	40' standard
39	45' standard
40	joloda
41	BDE
42	open box
43	meat hanging cooler
44	walking floor
45	20' tanker
46	40' tanker
47	other tanker
48	jumbo

Freight_type

Freight type Available values: FTL (Full Truck Load), LTL (Less Than Truckload)

Value in spreadsheet	Value in system
FTL	FTL

Description

Additional description Format: between 0 and 2000 characters

Value in spreadsheet	Value in system
Sample description	Sample description

Loading-type

Method of loading

Format: One of values: top, side, back. You can enter multiple loading methods by separating them with "," (without space).

Value in spreadsheet	Value in system
top,side	top,side

Load-name

Name of load Format: Between 1 and 40 characters.

Value in spreadsheet	Value in system
paper sheets	paper sheets

Load-type

Type of load Format: A specific number indicating a value in the system. List of available values:

Value in spreadsheet	Value in system
1	pallet
2	europallet
3	big bag
4	log
5	bag
6	barrel
7	cardboard
8	piece
9	loose materials - volume (m ³)
10	box
11	other
12	roll

13	CP1 chemical palette
14	CP2 chemical palette
15	CP3 chemical palette
16	CP4 chemical palette
17	CP5 chemical palette
18	CP6 chemical palette
19	CP7 chemical palette
20	CP8 chemical palette
21	CP9 chemical palette
22	EUR 6
23	EUR 2
24	EUR 3
25	container pallet
26	20GP dry van
27	40GP dry van
28	40HC high cube
29	45HC high cube
30	20RE temperature controlled
31	40RE temperature controlled
32	40RH temperature controlled high cube
33	20OT open top
34	40OT open top
35	20VH ventilated container
36	45HW palette high cube
37	40HW palette high cube
38	oversized

Load-length

Length of a load Format: Enter a value in meters between 0.01 and 99.99

Load-width

Width of a load Format: Enter a value in meters between 0.01 and 10.

Load-height

Height of a load Format: Enter a value in meters between 0.01 and 10.

Load-volume

Quantity of loads Format: Enter a value between 1 and 1000000

Additional-requirements

Additional requirements

Format: A specific number indicating a value in the system. You can enter multiple numbers by separating them with "," (without space). In result, an offer will be submitted with many additional requirements

List of available values:

Value in spreadsheet	Value in system
1	truck crane
2	GPS
3	lift
4	TIR cable
5	pallet basket
6	to declare
7	ADR
8	TIR carnet
9	ATA carnet
10	XL certificate
11	industrial waste
12	double decker
13	GMP+ certificate
14	non-slip mats
15	double cast
16	multi temperature
17	ramp height
18	transport lines

ADR

Format: Enter ADR classes separated by a comma, e.g. 1,2,4.1 Condition: For an ADR class to be recognized, it is required to specify the additional ADR requirement in the *Additional-requirements* column (value: "7").

Value in	
spreadsheet	Value in system

1	Explosive substances and articles
1.1	Substances and articles which have a projection hazard but not a mass explosion hazard
1.2	Substances and articles which have a projection hazard but not a mass explosion hazard
1.3	Substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both but not a mass explosion hazard
1.4	Substances and articles which present only a slight risk of explosion in the event of ignition during carriage. The effects are largely confined to the package and no projection of fragments of appreciable size or range is to be expected. An external fire shall not cause virtually instantaneous explosion of almost the entire contents of the package
1.5	Very insensitive substances having a mass explosion hazard which are so insensitive that there is little probability of initiation or of transition from burning to detonation under normal conditions of carriage. As a minimum requirement they must not explode in the external fire test.
1.6	Extremely insensitive articles which do not have a mass explosion hazard. The articles contain only extremely insensitive detonating substances and demonstrate a negligible probability of accidental initiation or propagation
2	Gases
2.1	Flammable gases
2.2	Non-flammable and non-toxic gases
2.3	Toxic gases
3	Flammable liquids
4.1	Flammable solids, self-reactive substances, and solid desensitized
	explosives
4.2	Substances liable to spontaneous combustion
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4.2	Substances liable to spontaneous combustion
4.2 4.3	Substances liable to spontaneous combustion Substances which, in contact with water, emit flammable gases
4.2 4.3 5.1	Substances liable to spontaneous combustion Substances which, in contact with water, emit flammable gases Oxidizing substances
4.2 4.3 5.1 5.2	Substances liable to spontaneous combustion Substances which, in contact with water, emit flammable gases Oxidizing substances Organic peroxides
4.2 4.3 5.1 5.2 6.1	Substances liable to spontaneous combustion Substances which, in contact with water, emit flammable gases Oxidizing substances Organic peroxides Toxic substances
 4.2 4.3 5.1 5.2 6.1 6.2 	Substances liable to spontaneous combustion Substances which, in contact with water, emit flammable gases Oxidizing substances Organic peroxides Toxic substances Infectious substances