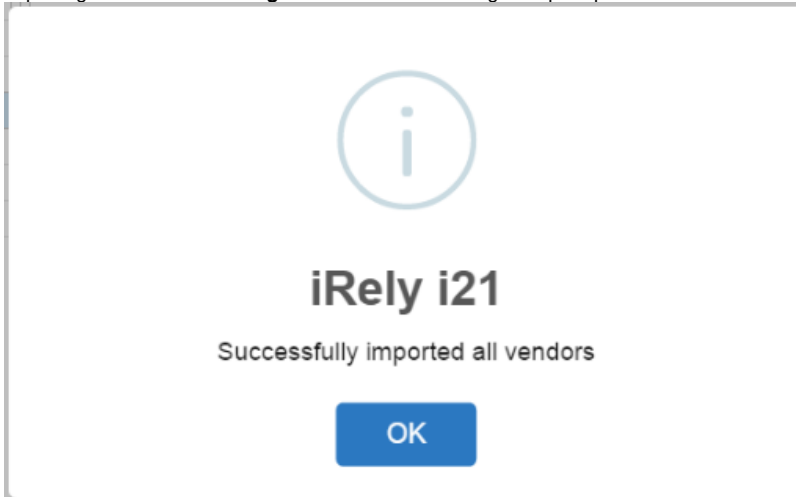


# How To Import Vendors

1. After importing the **Terms**, click on **Import Vendors** button.

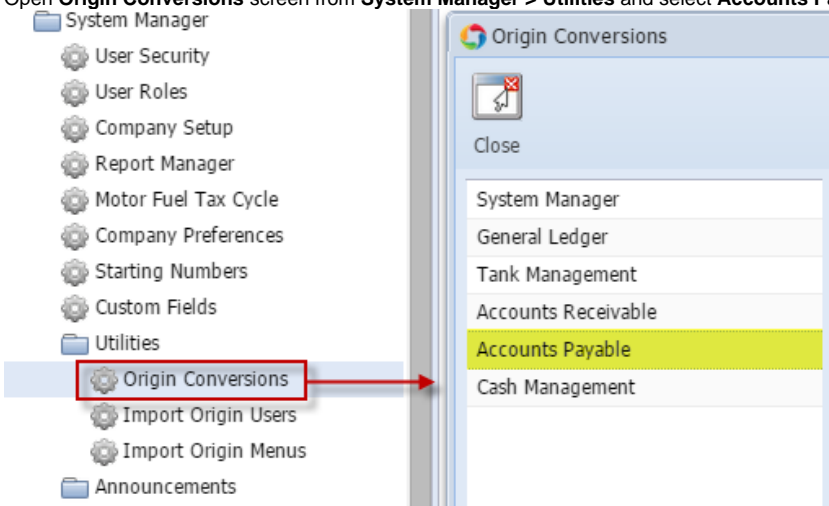


2. Importing of vendors from **Origin** will start. This message will prompt once it is finished.

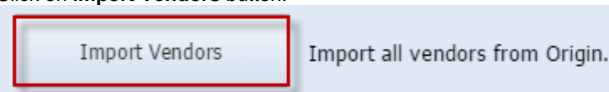


3. Click **OK** to close message. Imported vendor records can now be opened via **Purchasing > Vendors**.

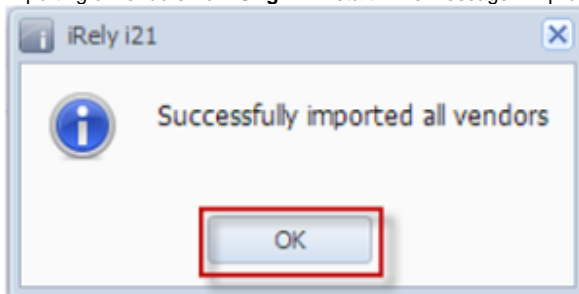
1. Open **Origin Conversions** screen from **System Manager > Utilities** and select **Accounts Payable** module.



2. Click on **Import Vendors** button.

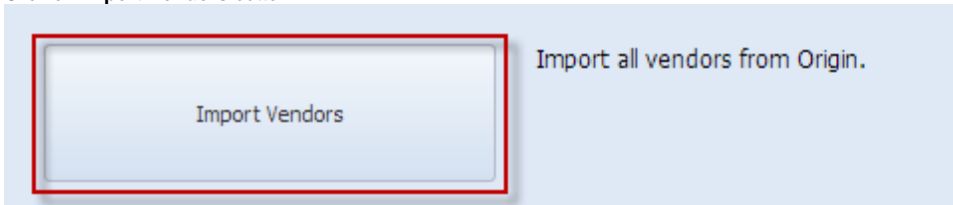


3. Importing of vendors from **Origin** will start. This message will prompt once it is finished.

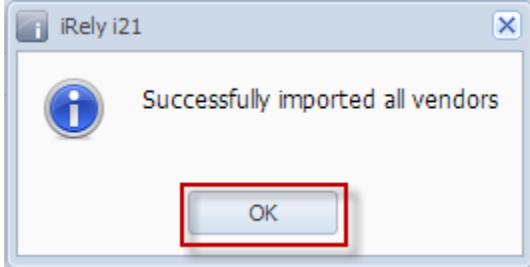


4. Click **OK** to close message. Imported vendor records can now be opened via **Purchasing > Vendors**.

1. Open **Origin Conversions** screen from **Admin > Utilities** and select **Accounts Payable** module.  
[blocked URL](#)
2. Click on **Import Vendors** button.



3. Importing of vendors from **Origin** will start. This message will prompt once it is finished.



4. Click **OK** to close message. Imported vendor records can now be opened via **Accounts Payable Maintenance > Vendors**.