Fuel Card Data Compatibility

OVERVIEW

FLEETMATE Fuel Import Manager is compatible with delimited text data from virtually any fuel card vendor. If you use more than one fuel card vendor, Fuel Import Manager will support that scenario as well. This document will help you determine whether the data from your fuel card vendor will be compatible with FLEETMATE Fuel Import Manager.

PREPARATION

As you are becoming familiar with the Fuel Import Manager, first make a copy of your FLEETMATE database, and test the import process using your database copy. This will avoid importing incorrect data into your production database. Once you are satisfied that the data is being imported correctly, open your production FLEETMATE database and define your profile parameters.

DELIMITED-TEXT DATA

First, the data that you receive from your fuel card company must be in clear-text format, one record per physical line. Basically, if you can view your data in Notepad without any unusual characters appearing, it is clear-text.

Next, each piece of information (e.g. date, odometer, gallons, etc.) must be separated or 'delimited' by a character. A common delimiter is a comma. Some files are tab-delimited, while others may use an unusual character such as a tilde (~).

FLEETMATE is compatible with essentially any delimiter character. However, the delimiter character must <u>not</u> appear within in the actual data values.

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NUMERIC VALUES

When using "csv" as your import format, numeric data values in your import file must not be formatted in any way. As an example, the currency value $1,234.56 is not valid. This value must exist in your import data as the numeric value 1234.56. An odometer value of 123,456 is not valid. This value must exist in your fuel card data as 123456. Only numerals (0-9) and a decimal stop are valid. When using tab-delimited import format, this requirement does not apply.

MINIMUM REQUIRED VALUES

Below is a list of the five (5) essential data values that must exist in each fuel card record for each fuel card vendor:

1. Transaction Date
2. Odometer
3. Total Fuel Cost (*Unit Cost is optional*)
4. Total Fuel Volume
5. Vehicle ID (i.e., **VIN**, **Veh No**, or **Tag No**)

NEXT-STEPS

If your data meets these requirements, feel free to install Fuel Import Manager and try it FREE for 30 days. Fuel Import Manager comes with a Customer Guide that will explain how to define your *profile*, and how to execute the *processor*.

If you experience difficulty, feel free to send us a sample of the data from your fuel card vendor. We'll be glad to have a look and to help you define your profile.

Thank you for your interest in FLEETMATE Fuel Import Manager. If you need additional assistance, please contact us. We will be glad to assist you.

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Telephone: 443-808-2719 - Weekdays 9:00 am to 5:00 pm Eastern