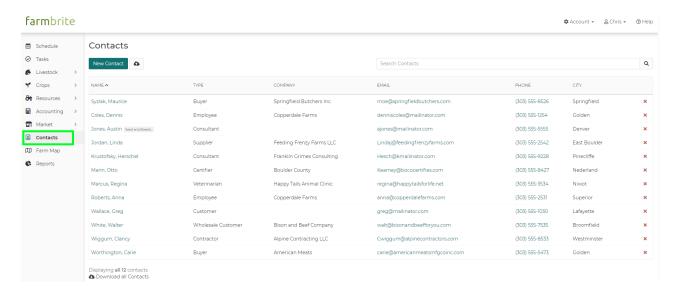
How Do I Download A Spreadsheet of My Contact Records?

Last Modified on 08/03/2021 5:30 pm MDT

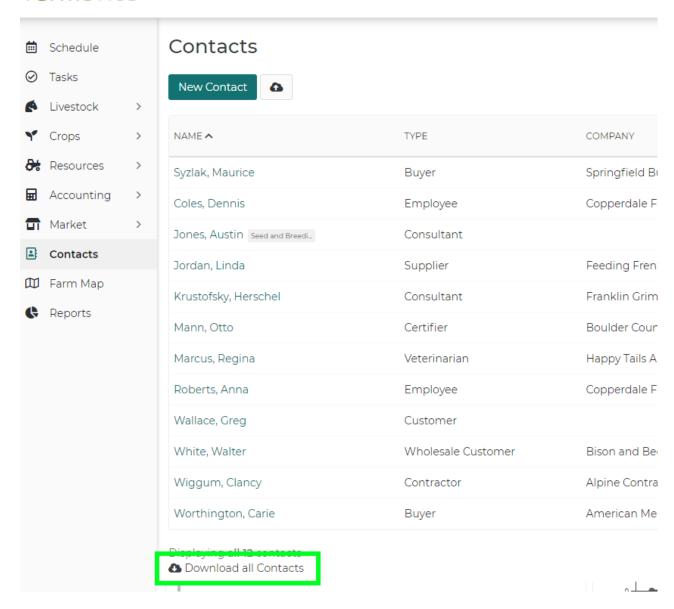
If you'd like to download a spreadsheet of your Farmbrite contacts, you can do so from your Farmbrite Contacts Directory.

Navigate to Contacts from the left navigation menu, and you'll see a list of your Contacts displayed.

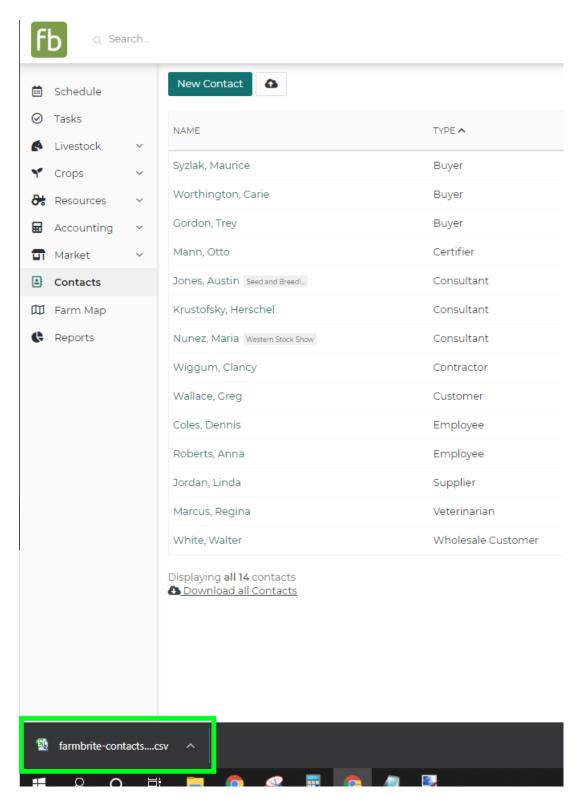


Click to Download All Contacts in the bottom left.

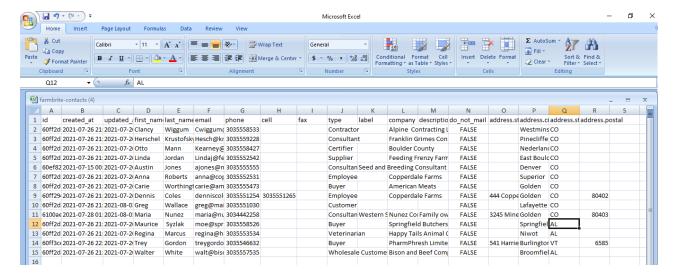
farmbrite



This will download a .CSV spreadsheet file to your default downloads folder. It will usually display as a file download along the bottom portion of your web browser once completed.



Open the file with your preferred spreadsheet program. You can sort the data and remove rows or columns you don't need.



The download includes the following fields:

- Contact ID
- Created Date
- Updated Date
- First and Last Name
- Email
- Phone Number
- Cell Phone Number
- Fax Number
- Contact Type
- Keyword/Label
- Company
- Contact Description
- Email Status
- Address
- City
- State
- Zip Code