Merge Utility

Addon for Microsoft Dynamics 365 Business Central

Business Central Addins
a Vertical Leap Company

Languages: English
Countries: US, CA, UK, EI, ZA, NZ, AU
**Clients:** On Prem and Web Clients
Price: Contact Us for Pricing Information

## Instantly merge Customers, Vendors, G/L Accounts, and Items (limited)

Do you have duplicate Customer Cards? Do you have obsolete G/L Accounts?
Did someone enter the same vendor twice?

Now you can merge them with the click of a button. All documents, history, and ledger entries will move from a Source Account to a Destination Account. All "Contacts" and "Ship-to Addresses" will also be moved. You can even optionally create the Source Account as a Ship-to Address in the Destination Account.
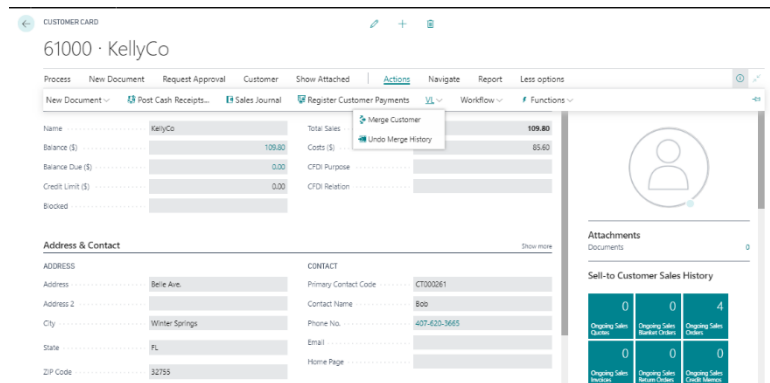
To merge one Customer into another open the Source account (account to be merged). Click on *Actions → VL → Merge Customer*. Enter the Destination account (the account into which the Source Account should be merged).
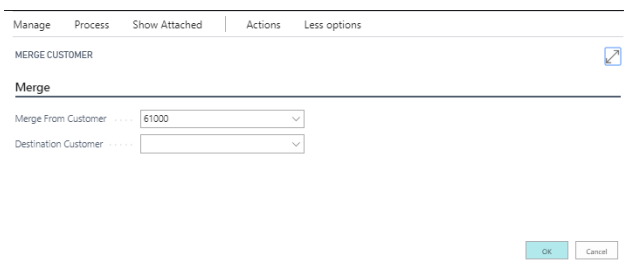
Click **OK** and all ledger entries, sales history, Ship-to-Addresses, and Contacts will be merged into the Destination Account.

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Did you mistakenly merge accounts and wish to undo the merge? Either open the Destination Account and click *Actions → VL → Undo Merge History* or go to the *Merge Utility History List* in Merge Utility Setup. Click *Process → Undo Utility* and everything is restored.

Do you have a lot to merge? You can now "Batch Merge" multiple accounts and get them all done at once. Search for "Batch Merge". Then enter as many source and destination accounts as desired and click on "Process".

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