Tenant Creation

1. Company name
2. ERP
3. User Fee
4. Time Zone
5. Admin Name (client)
6. Admin Email (client)
7. Admin Phone (client)
8. City, State
9. Attachment: product election form

Export Report:

(Standard)

1. Account #
2. Tenant Id
3. ERP
4. Export grouping type
5. Additional comment
6. FTP

(Custom)

1. Account #
2. Tenant Id
3. ERP
4. Attachment of sample file
5. Attachment of Specs
6. Attachment of Export Request Form
7. FTP

Sync Tool / Spend escalator

1. Account #
2. Tenant id
3. ERP
4. IT contact
5. AP contact
6. Attachment of sync tool install form (sync tool/spend secalator)