



Universal CSV integration technical guide

For admins

Let's get started.

Dive deeper into the technical details of setting up your Universal CSV integration and learn how each feature works.

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Integration details

Integration details

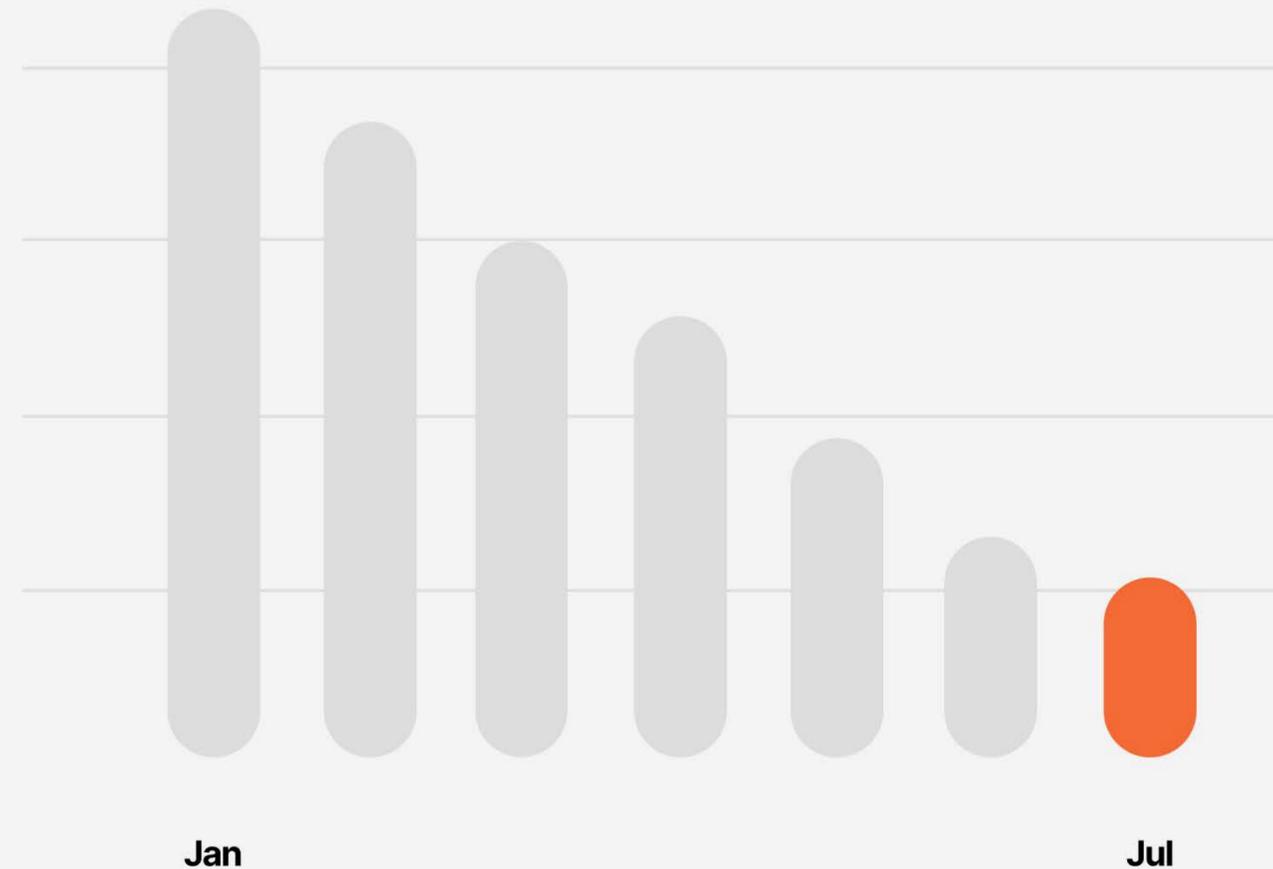
How does the integration work?

In addition to our direct ERP integrations, Brex offers a Universal CSV solution to save time categorizing and ordering transaction data for seamless importing into your ERP.

With Universal CSV, fields and field values are used for mapping and exporting into your accounting software — including GL account, department, class, merchants, project, etc. You can also create and save CSV templates that pre-align Brex accounting fields to your ERP platforms. There are pre-made CSV templates available for:

- Microsoft Dynamics 365
- Acumatica

Days spent closing the books



Integration

How is the integration set up?

Setup instructions can be found in our [Universal CSV integration guide](#).

 Brex + New request Support OW Olivia Wilson
Acme, Inc.

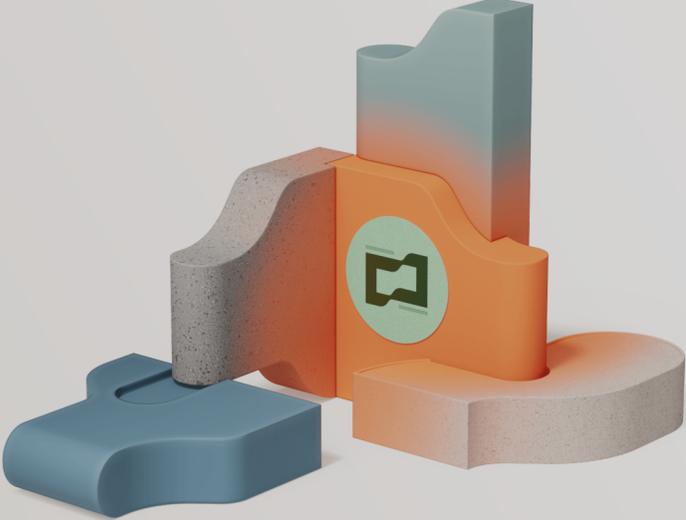
How would you like to set up your accounting?

- Connect ERP and import accounting fields** Recommended

Import and sync your GL accounting fields by connecting to your ERP. You can then review and export expenses directly to your ERP or download them as CSV files.
- Manually create accounting fields in Brex**

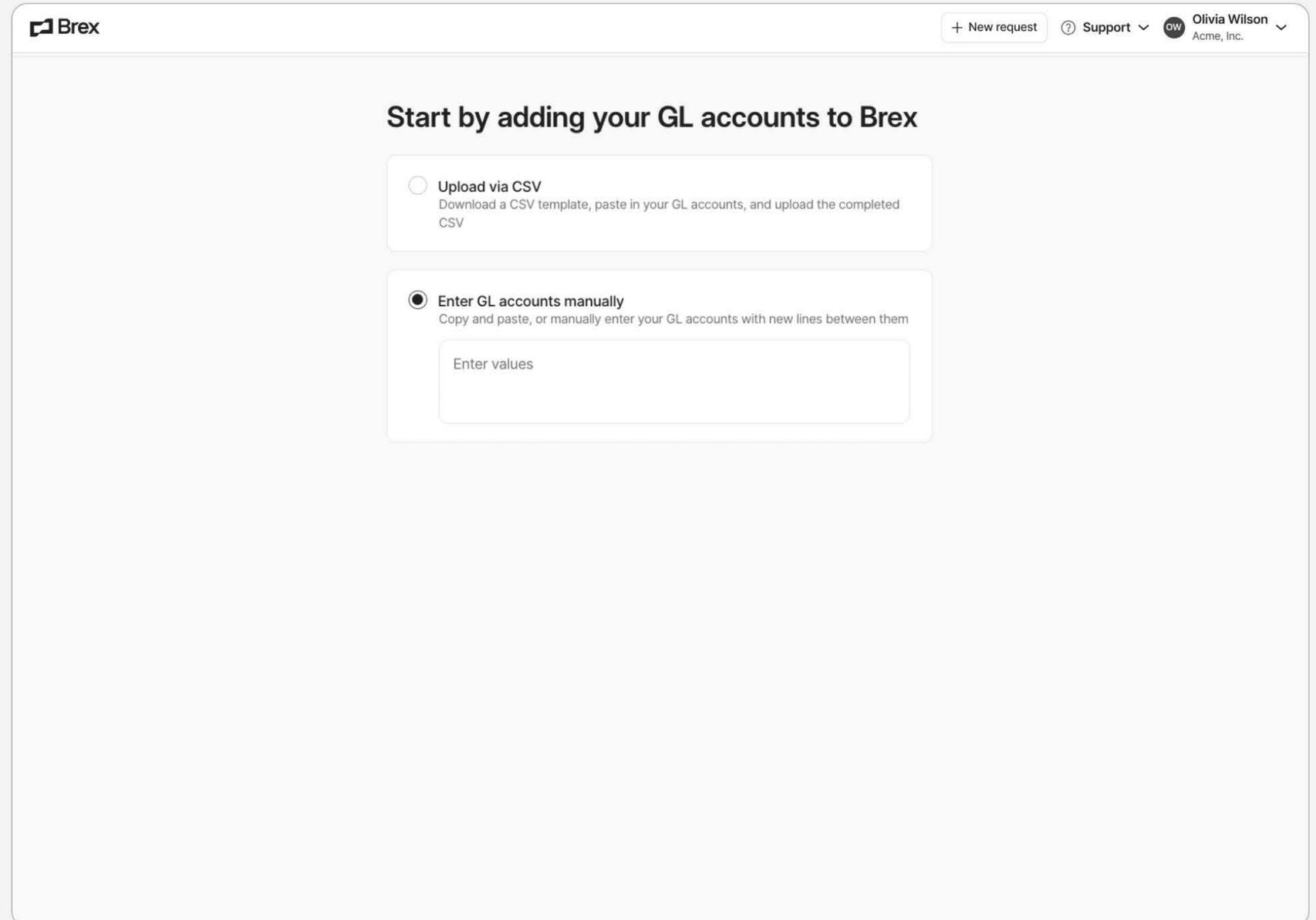
Export CSV reports and upload them to the accounting software of your choice. You can also create custom fields to categorize your expenses any way you like.

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How is data updated?

Universal CSV allows for Brex data to be manually exported, whenever needed, into your ERP system.



Glossary: Brex terms

Please use this glossary to help you navigate through the new terms you may see while using Brex integrations.

Accounting fields

- Accounting fields are unique custom fields that you can create within your Brex dashboard. They work in tandem with fields brought over from your existing ERP integration like GL account.
- Use custom fields to categorize expenses across Brex with greater flexibility. Custom fields can be edited later, but they can only be exported via CSV. They will not be synced with your ERP.

Category/category mapping

Category mapping is the matching of Brex's default 48 categories with a corresponding general ledger (GL) account in your accounting software. Brex automatically categorizes your transactions, however, you can customize the mapping by going to *Integrations > Manage > Categories* in your Brex dashboard. Learn more in our [Help Center](#).

Collections

These are regular payments toward your Brex card.

Cost center

Cost centers are a type of classification that can be assigned to user profiles within your Brex account. These cost centers can be exported along with transaction data to your ERP system with Brex Empower.

Department

[Create departments](#) from the *Team* tab of your dashboard and map them to your accounting software. Departments allow you to assign cardholders within your Brex account.

Employee/card repayments

Occasionally, one of your employees may use their Brex card in error for a personal expense. If this occurs, you'll have the option of using our [employee repayments](#) feature to prompt that employee to submit a repayment for their expense. Brex does not set your expense policy, so if an employee declines a repayment request or has not repaid a particular expense that you believe should be repaid, that's a discussion that would not be facilitated by the Brex platform.

Locations

Map Brex locations to your ERP's locations with this integration field.

Merchants

Map merchants to your accounting software. Any mappings handled here will override the category mappings.

Capabilities

Capabilities

Supported transactions and fields

Transactions supported

Brex currently offers alignment with these transaction types:

 Card expenses

 Reimbursements

 Repayments/personal expenses

 Rewards

 Collections

Brex field support

Brex currently offers support with these Universal CSV fields:

 Receipts

 Memos

 [Link back to Brex](#)

Universal CSV field support

Universal CSV currently offers support with these Brex fields:

GL accounts

Departments

Classes/sub-classes

Vendors

Locations/sub-locations

Customers

Projects

Billable

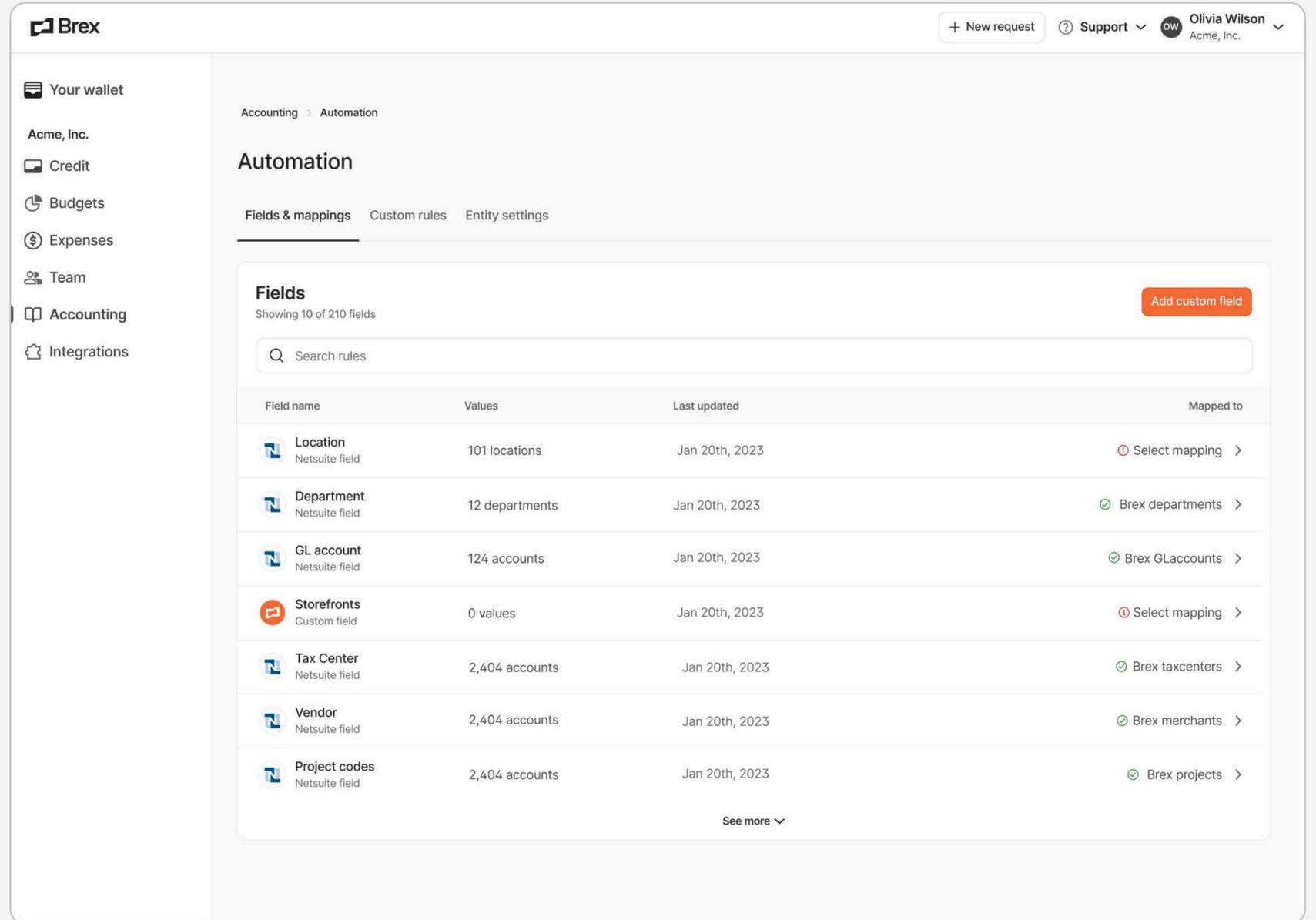
Employee

Custom fields

Capabilities

Supported custom fields

Universal CSV lets you export custom fields from Brex.



The screenshot shows the Brex user interface for the 'Automation' section. The top navigation bar includes the Brex logo, a '+ New request' button, a 'Support' dropdown, and a user profile for 'Olivia Wilson, Acme, Inc.'. The left sidebar contains navigation items: 'Your wallet', 'Acme, Inc.', 'Credit', 'Budgets', 'Expenses', 'Team', 'Accounting' (selected), and 'Integrations'. The main content area is titled 'Automation' and has sub-tabs for 'Fields & mappings', 'Custom rules', and 'Entity settings'. The 'Fields & mappings' tab is active, displaying a 'Fields' section with a search bar and an 'Add custom field' button. Below is a table listing fields with their names, values, last updated dates, and mapping options.

Field name	Values	Last updated	Mapped to
Location Netsuite field	101 locations	Jan 20th, 2023	Select mapping >
Department Netsuite field	12 departments	Jan 20th, 2023	Brex departments >
GL account Netsuite field	124 accounts	Jan 20th, 2023	Brex GLaccounts >
Storefronts Custom field	0 values	Jan 20th, 2023	Select mapping >
Tax Center Netsuite field	2,404 accounts	Jan 20th, 2023	Brex taxcenters >
Vendor Netsuite field	2,404 accounts	Jan 20th, 2023	Brex merchants >
Project codes Netsuite field	2,404 accounts	Jan 20th, 2023	Brex projects >

See more >

Capabilities

Exporting expenses

You can export expenses via:

- General CSV
- ERP-specific CSV

Export options

 May 1, 2023 - May 31, 2023

Export type

General CSV

ERP-specific CSV

Cancel

Next

Capabilities

Multi-entity enablement

Brex offers global entity export capabilities with Universal CSV.

The screenshot displays the Brex user interface. On the left is a navigation sidebar with options: Your wallet, Acme Corporation, Accounts (highlighted), Budgets, Bills, Expenses, Team, Accounting, Integrations, and Rewards. The main content area is titled 'Accounts > Brex credit'. It features a 'Brex credit' header and a summary card showing an 'Outstanding balance' of \$3,500,000.00. A progress bar below indicates that \$6,500,000.00 is available out of a \$10,000,000.00 limit. Below this is a search bar labeled 'Search by name'. A table titled 'Billed entities' shows 5 of 5 expenses. The table columns are Name, Balance, Est. next payment, and Next payment due. The entities listed are Acme Corporation (+3 legal entities), Acme California, Acme Canada, Acme Florida, Acme Michigan, Acme New Jersey, and Acme UK.

Name	Balance ⓘ	Est. next payment	Next payment due
Acme Corporation +3 legal entities	\$900,000.00	\$900,000.00	Aug 17 - 11:00PM
Acme California	\$600,000.00	\$600,000.00	Aug 17 - 11:00PM
Acme Canada	\$750,000.00	\$750,000.00	Aug 17 - 11:00PM
Acme Florida	\$550,000.00	\$550,000.00	Aug 17 - 11:00PM
Acme Michigan	\$450,000.00	\$450,000.00	Aug 17 - 11:00PM
Acme New Jersey	\$100,000.00	\$100,000.00	Aug 15 - 3:30PM
Acme UK	\$150,000.00	\$150,000.00	Aug 15 - 3:30PM

**We're here
to help.**

If you have any questions, please
visit our [Help Center](#), [chat with us](#),
or email support@brex.com.