Exporting a spreadsheet from MPDX

1. Go to the contacts page

Dashboard	Contacts	Tasks	Donations	Help

2. Check the box for all contacts

Add Task	Add Contact	Import Contacts	Find Duplicates

All

Type to filter   [Actions] [Merge] [Download CSV] ☑

People

Displaying **1 - 25** of **482**

← Previous *1* 2 3 4 5 6 7 8 9 … 19 20 Next →

[25 ▾]

3. Click Download CSV and save file to your computer

Tasks: 0   [Quick] ☑

Companies

Tags

Partner - Financial
Commitment: $50 Monthly
Tasks: 0   [Quick] ☑

Filters

Name

City

State

4. Once the file is downloaded you can send it to Chalk Line with your order.

Tasks: 0   [Quick] ☑

Newsletter Recipients

Status

Likely To Give

Tasks: 0   [Quick] ☑

Church

Referrer

[Apply Filters]

Tasks: 0   [Quick] ☑

Partner - Special
Tasks: 0   [Quick] ☑

Tasks: 0   [Quick] ☑

Partner - Special
Tasks: 0   [Quick] ☑

Tasks: 0   [Quick] ☑

Tasks: 0   [Quick] ☑

Partner - Special
Tasks: 0   [Quick] ☑

Tasks: 0   [Quick] ☑

Tasks: 0   Need Help Quick ☑