

How to Import Contacts into HubSpot from a Spreadsheet

This guide walks you through the full process of preparing a contacts spreadsheet and importing it into HubSpot, including cleaning your data, mapping columns to contact properties, and reviewing import results. Following these steps helps you maintain a clean, compliant, and accurate CRM.

Prerequisites

Before you begin, make sure you have the following:

- A spreadsheet file (CSV, XLS, or XLSX) containing your contact data.
- Only contacts who have given permission to be contacted and expect to hear from your organization.
- A clean spreadsheet, free of outdated or unengaged contacts (cold lists) and any purchased or non-opted-in lists.
- At least the following columns in your spreadsheet: First Name, Last Name, and Email. You may also include optional fields such as Phone Number and Company (Account).

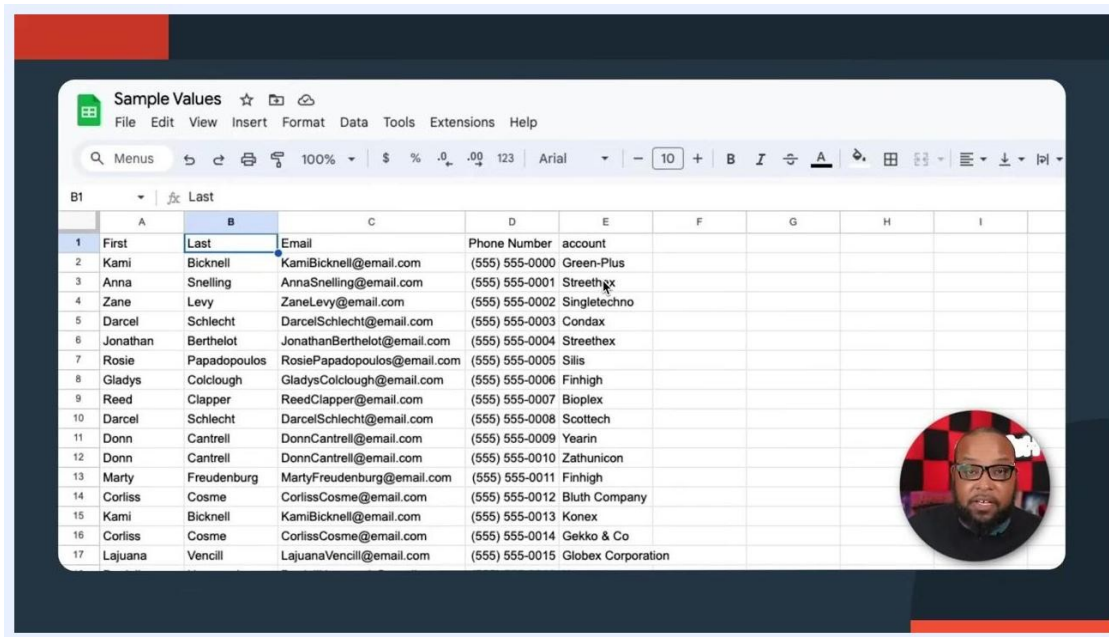
Importing bad or outdated contacts can harm your email deliverability, so it's important to clean your data before you start. Remember the principle: "Garbage in, garbage out."

Step 1: Structure your spreadsheet correctly

Organize your spreadsheet so it contains, at minimum, columns for First Name, Last Name, and Email. You can optionally add columns like Phone Number and Company/Account.

Example of a well-structured spreadsheet:

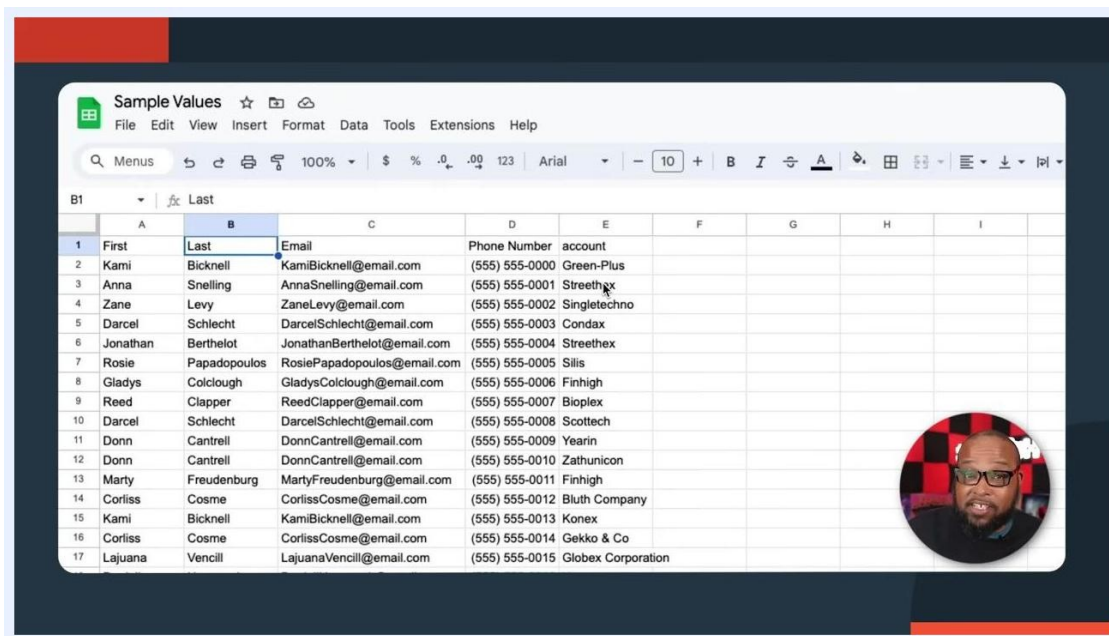
First	Last	Email	Phone Number	Account
Kami	Bicknell	KamiBicknell@email.com	(555) 555-0000	Green-Plus
Anna	Snelling	AnnaSnelling@email.com	(555) 555-0001	Streethex
Zane	Levy	ZaneLevy@email.com	(555) 555-0002	Singletechno



	A	B	C	D	E	F	G	H	I
1	First	Last	Email	Phone Number	Account				
2	Kami	Bicknell	KamiBicknell@email.com	(555) 555-0000	Green-Plus				
3	Anna	Snelling	AnnaSnelling@email.com	(555) 555-0001	Streethx				
4	Zane	Levy	ZaneLevy@email.com	(555) 555-0002	Singletechno				
5	Darcel	Schlecht	DarcelSchlecht@email.com	(555) 555-0003	Conдах				
6	Jonathan	Berthelot	JonathanBerthelot@email.com	(555) 555-0004	Streethex				
7	Rosie	Papadopoulos	RosiePapadopoulos@email.com	(555) 555-0005	Silis				
8	Gladys	Colclough	GladysColclough@email.com	(555) 555-0006	Finhigh				
9	Reed	Clapper	ReedClapper@email.com	(555) 555-0007	Bioplex				
10	Darcel	Schlecht	DarcelSchlecht@email.com	(555) 555-0008	Scottech				
11	Donn	Cantrell	DonnCantrell@email.com	(555) 555-0009	Yearin				
12	Donn	Cantrell	DonnCantrell@email.com	(555) 555-0010	Zathunicon				
13	Marty	Freudenburg	MartyFreudenburg@email.com	(555) 555-0011	Finhigh				
14	Corliss	Cosme	CorlissCosme@email.com	(555) 555-0012	Bluth Company				
15	Kami	Bicknell	KamiBicknell@email.com	(555) 555-0013	Konex				
16	Corliss	Cosme	CorlissCosme@email.com	(555) 555-0014	Gekko & Co				
17	Lajuana	Vencill	LajuanaVencill@email.com	(555) 555-0015	Globex Corporation				

Spreadsheet example with columns: First, Last, Email, Phone Number, Account. Rows filled with sample contact data.

If your spreadsheet contains extra columns, such as Company/Account, you don't need to delete them. You can simply choose not to import those fields later in the process.



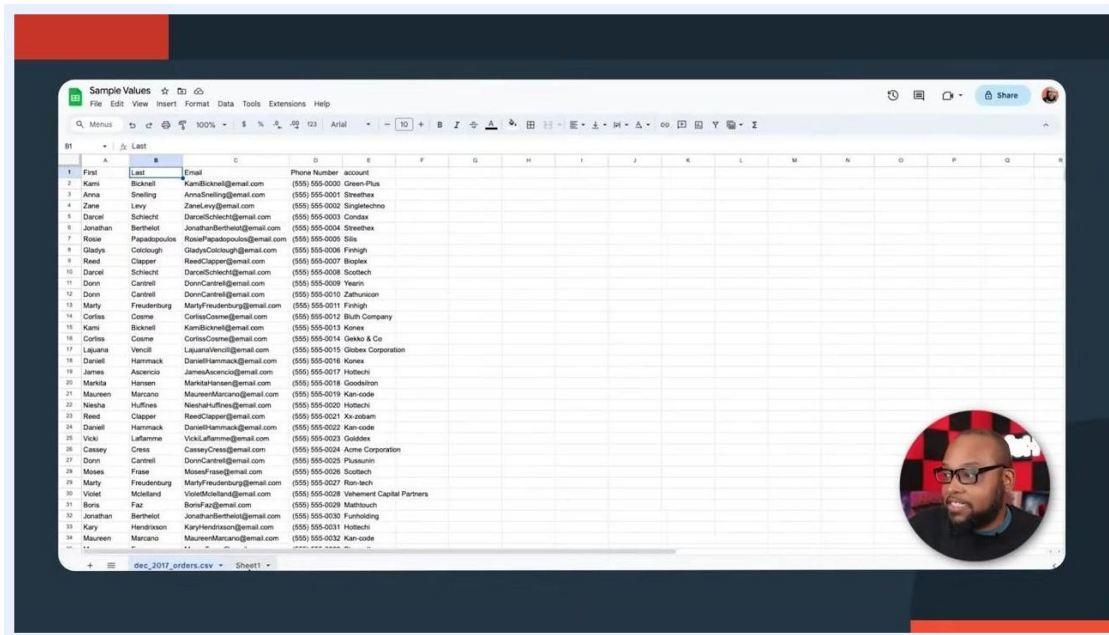
	A	B	C	D	E	F	G	H	I
1	First	Last	Email	Phone Number	Account				
2	Kami	Bicknell	KamiBicknell@email.com	(555) 555-0000	Green-Plus				
3	Anna	Snelling	AnnaSnelling@email.com	(555) 555-0001	Streethx				
4	Zane	Levy	ZaneLevy@email.com	(555) 555-0002	Singletechno				
5	Darcel	Schlecht	DarcelSchlecht@email.com	(555) 555-0003	Conдах				
6	Jonathan	Berthelot	JonathanBerthelot@email.com	(555) 555-0004	Streethex				
7	Rosie	Papadopoulos	RosiePapadopoulos@email.com	(555) 555-0005	Silis				
8	Gladys	Colclough	GladysColclough@email.com	(555) 555-0006	Finhigh				
9	Reed	Clapper	ReedClapper@email.com	(555) 555-0007	Bioplex				
10	Darcel	Schlecht	DarcelSchlecht@email.com	(555) 555-0008	Scottech				
11	Donn	Cantrell	DonnCantrell@email.com	(555) 555-0009	Yearin				
12	Donn	Cantrell	DonnCantrell@email.com	(555) 555-0010	Zathunicon				
13	Marty	Freudenburg	MartyFreudenburg@email.com	(555) 555-0011	Finhigh				
14	Corliss	Cosme	CorlissCosme@email.com	(555) 555-0012	Bluth Company				
15	Kami	Bicknell	KamiBicknell@email.com	(555) 555-0013	Konex				
16	Corliss	Cosme	CorlissCosme@email.com	(555) 555-0014	Gekko & Co				
17	Lajuana	Vencill	LajuanaVencill@email.com	(555) 555-0015	Globex Corporation				

Close-up of a spreadsheet showing columns: First, Last, Email, Phone Number, Account. The Company/Account column is present but will not be imported.

Step 2: Split full names into first and last name columns (if needed)

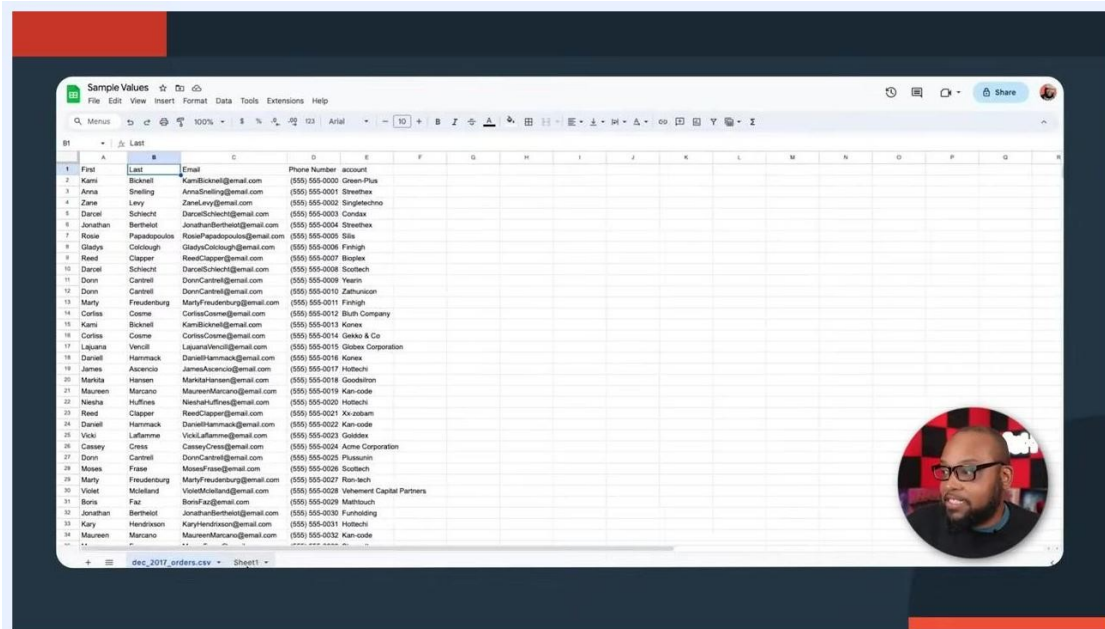
If your spreadsheet has full names in a single column (for example, a "Name" column instead of separate "First" and "Last" columns), split it before importing.

1. Click the header of the column containing full names to select the entire column.



Spreadsheet with the 'Name' column selected, showing full names in a single column.

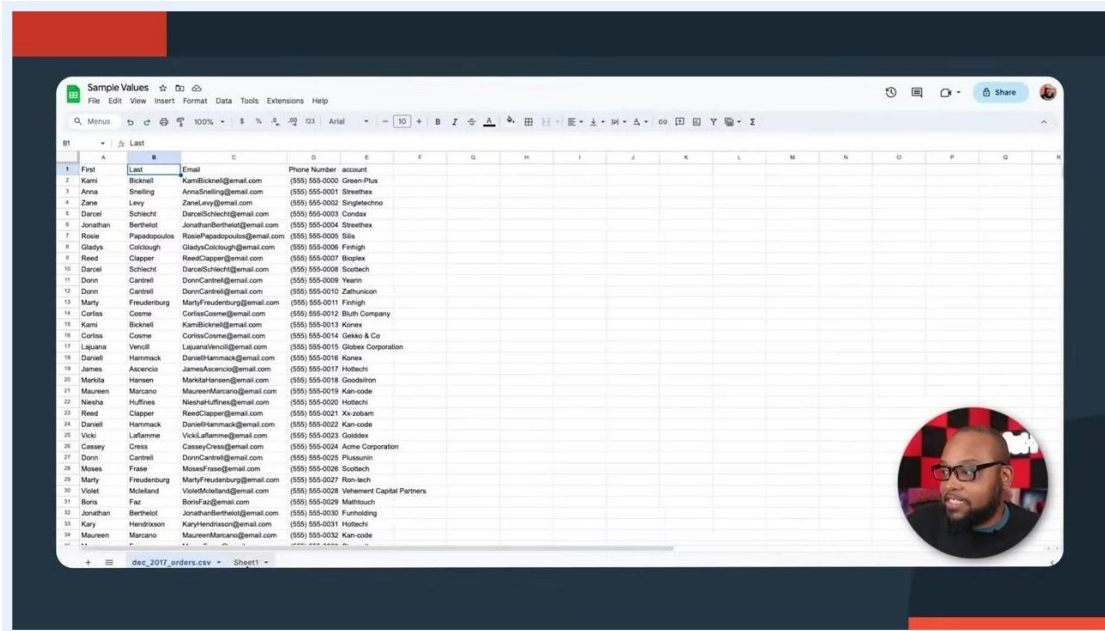
2. In your spreadsheet application (for example, Google Sheets), open the Data menu from the top toolbar.



Data menu open in Google Sheets, with the 'Name' column selected.

3. Select Split text to columns from the Data menu.
4. When prompted, choose Space as the separator. This splits the full name into two columns: first name and last name.

5. Verify that the names are now separated correctly, for example "Kami" in the first column and "Bicknell" in the second column, for every row.



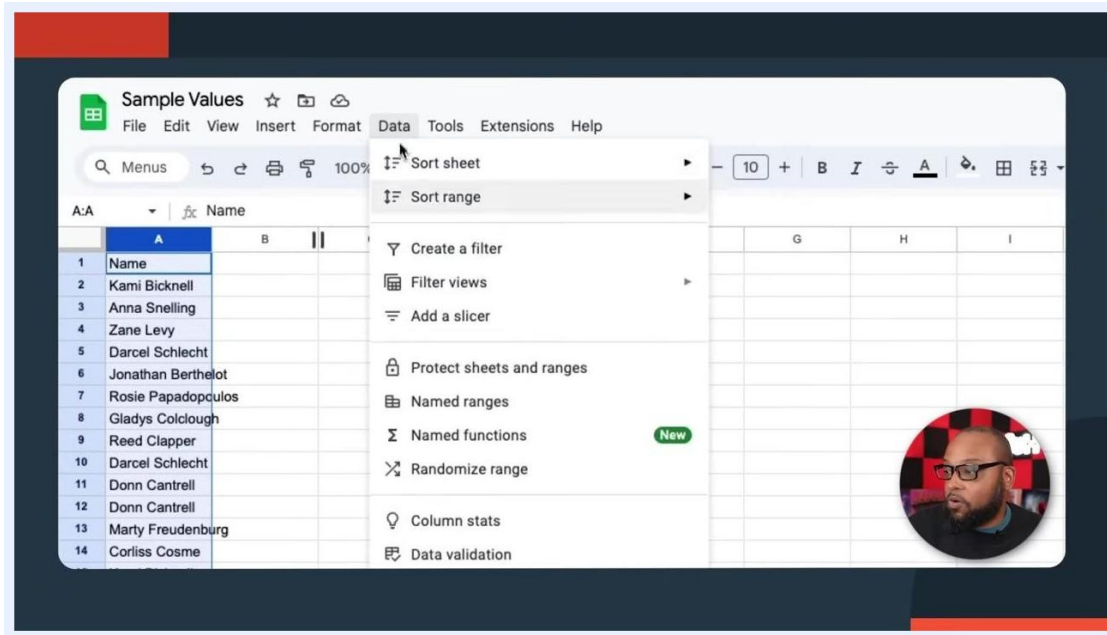
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	First	Last	Email	Phone Number	account													
1	Kami	Bicknell	KamiBicknell@gmail.com	(555) 555-0000	Green-Plus													
2	Anna	Snodling	AnnaSnodling@gmail.com	(555) 555-0001	Breathes													
3	Zane	Levy	ZaneLLevy@gmail.com	(555) 555-0002	Single techno													
4	Darcel	Schlecht	DarcelSchlecht@gmail.com	(555) 555-0003	Condox													
5	Jonathan	Berthold	JonathanBerthold@gmail.com	(555) 555-0004	Breethex													
6	Rosie	Papadopoulos	RosiePapadopoulos@gmail.com	(555) 555-0005	Sils													
7	Gladys	Colcough	GladysColcough@gmail.com	(555) 555-0006	Finhigh													
8	Reed	Clapper	ReedClapper@gmail.com	(555) 555-0007	Isoplex													
9	Darcel	Schlecht	DarcelSchlecht@gmail.com	(555) 555-0008	Scottech													
10	Dore	Cartrell	DoreCartrell@gmail.com	(555) 555-0009	Yearn													
11	Dore	Cartrell	DoreCartrell@gmail.com	(555) 555-0010	Zathuncon													
12	Marty	Freudenbury	MartyFreudenbury@gmail.com	(555) 555-0011	Finhigh													
13	Corliss	Coame	CorlissCoame@gmail.com	(555) 555-0012	Bluth Company													
14	Kami	Bicknell	KamiBicknell@gmail.com	(555) 555-0013	Korex													
15	Corliss	Coame	CorlissCoame@gmail.com	(555) 555-0014	Gasko & Co													
16	Lajane	Vercil	LajaneVercil@gmail.com	(555) 555-0015	Globex Corporation													
17	Daniell	Hammack	DaniellHammack@gmail.com	(555) 555-0016	Korex													
18	James	Asencio	JamesAsencio@gmail.com	(555) 555-0017	Huttech													
19	Markita	Hansen	MarkitaHansen@gmail.com	(555) 555-0018	Goodultron													
20	Maureen	Mancano	MaureenMancano@gmail.com	(555) 555-0019	Kian-code													
21	Nashia	Hutches	NashiaHutches@gmail.com	(555) 555-0020	Huttech													
22	Reed	Clapper	ReedClapper@gmail.com	(555) 555-0021	Xv-zoam													
23	Daniell	Hammack	DaniellHammack@gmail.com	(555) 555-0022	Kian-code													
24	Vicki	Laflamme	VickiLaflamme@gmail.com	(555) 555-0023	Goldex													
25	Cassie	Crisis	CassieCrisis@gmail.com	(555) 555-0024	Kame Corporation													
26	Dore	Cartrell	DoreCartrell@gmail.com	(555) 555-0025	Plusuatin													
27	Moses	Fraser	MosesFraser@gmail.com	(555) 555-0026	Scottech													
28	Marty	Freudenbury	MartyFreudenbury@gmail.com	(555) 555-0027	Kian-tech													
29	Violet	Moleland	VioletMoleland@gmail.com	(555) 555-0028	Vehement Capital Partners													
30	Boris	Faz	BorisFaz@gmail.com	(555) 555-0029	Mathhouch													
31	Jonathan	Berthold	JonathanBerthold@gmail.com	(555) 555-0030	Furheding													
32	Kary	Hendrixon	KaryHendrixon@gmail.com	(555) 555-0031	Huttech													
33	Maureen	Mancano	MaureenMancano@gmail.com	(555) 555-0032	Kian-code													

Spreadsheet after splitting names, showing separate columns for first and last names.

Step 3: Start the import in HubSpot

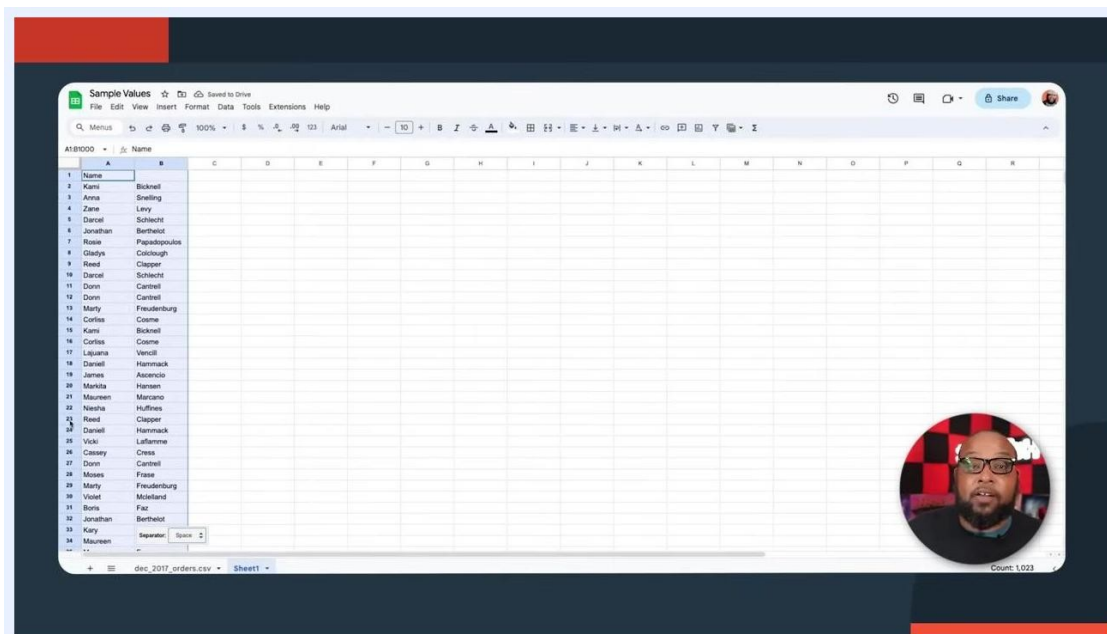
6. In HubSpot, go to Contacts and select Contacts from the menu.
7. Locate the Import button in the upper right corner of the Contacts page.
8. On the Imports page, you'll see two options:
 - Import: For importing contacts, companies, custom objects, and more into HubSpot.
 - Sync: For syncing data between HubSpot and other apps, useful for connecting legacy CRMs or other marketing/email tools.

For this guide, select Import.



HubSpot Imports page showing the 'Import' and 'Sync' options.

Sync is powerful for ongoing connections with other tools, but for a one-time spreadsheet import, use Import.



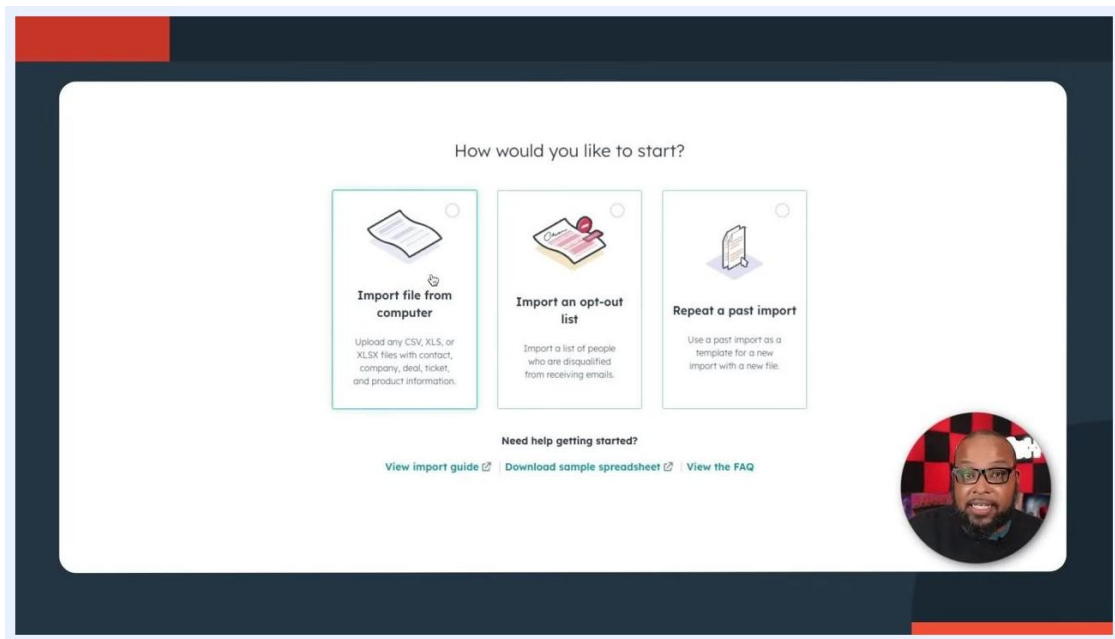
Close-up of the 'Import' and 'Sync' options in HubSpot.

Step 4: Choose how to start your import

You'll be presented with three options:

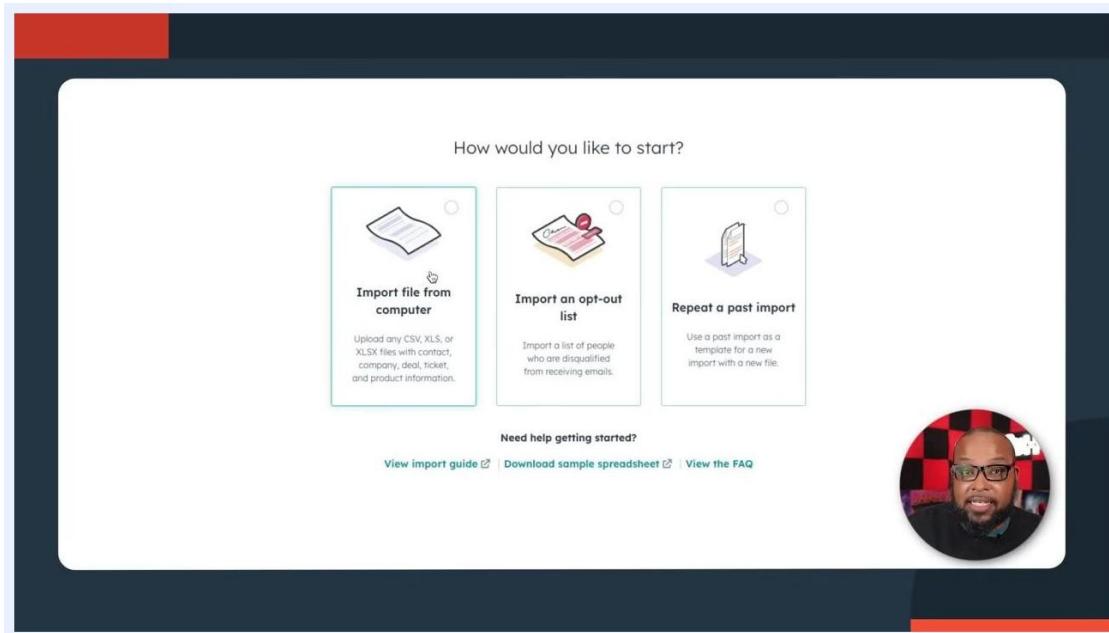
- Import file from computer: Upload a CSV, XLS, or XLSX file with your contact data.
- Import an opt-out list: Import a list of people who should not receive emails, which is important for compliance.
- Repeat a past import: Use a previous import as a template.

For a standard contact import, select Import file from computer.



HubSpot import options: Import file from computer, Import an opt-out list, Repeat a past import.

If you have a list of people who opted out of communications in a previous system, import that list first to prevent accidentally emailing them.



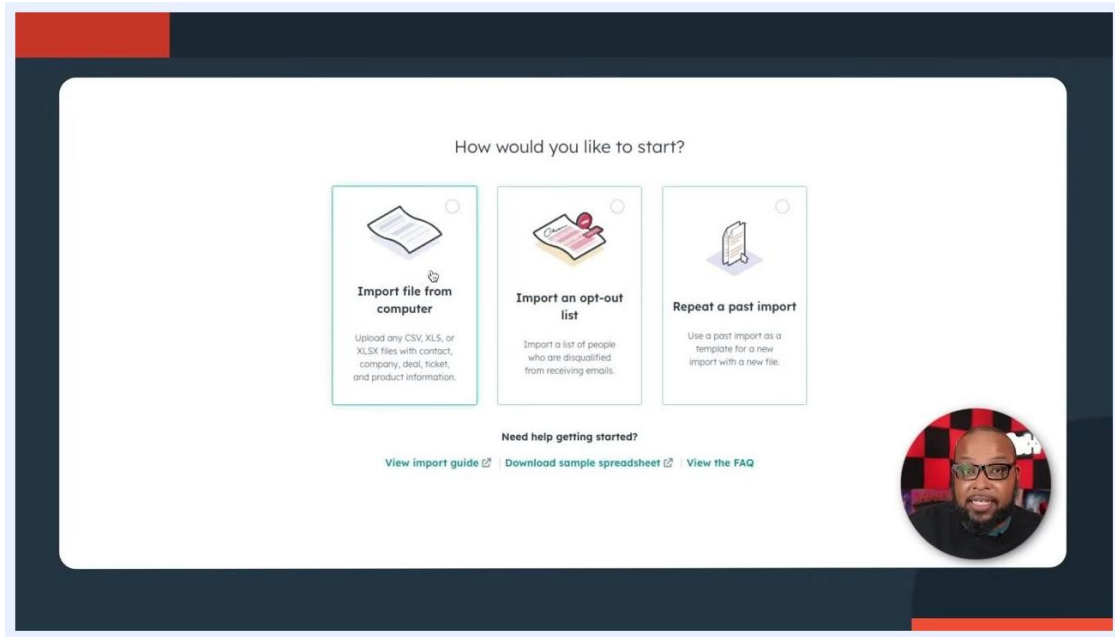
Import file from computer option selected in HubSpot.

Step 5: Choose the number of files to import

Decide whether you are importing:

- One file (recommended for beginners)
- Multiple files with associations (advanced; not recommended for first-time users)

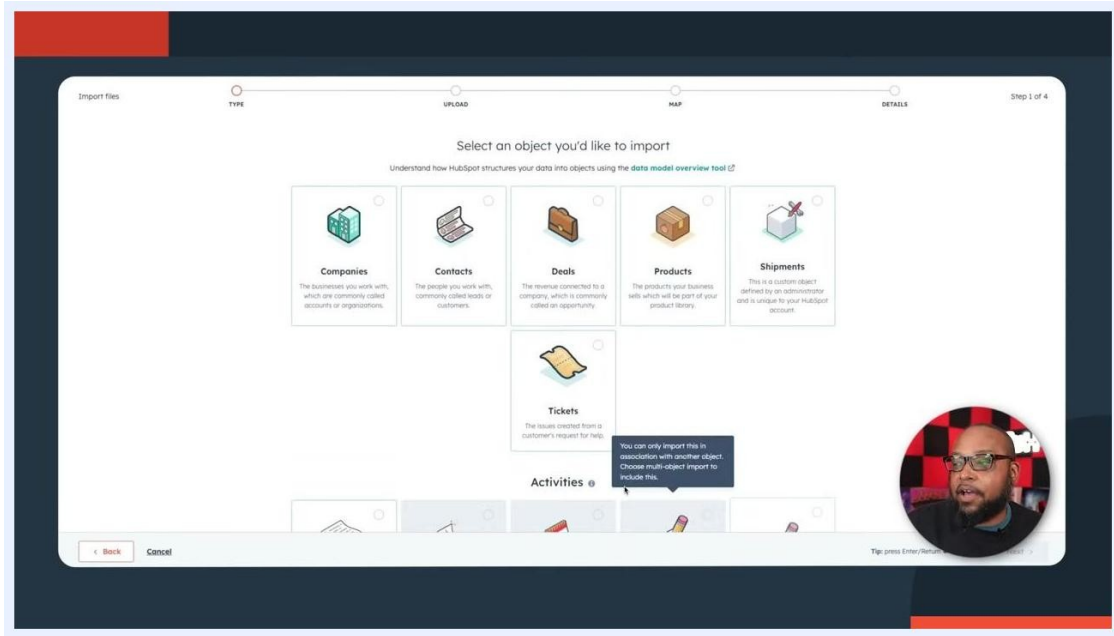
Select One file to continue.



HubSpot prompt asking how many files to import: One file or Multiple files with associations.

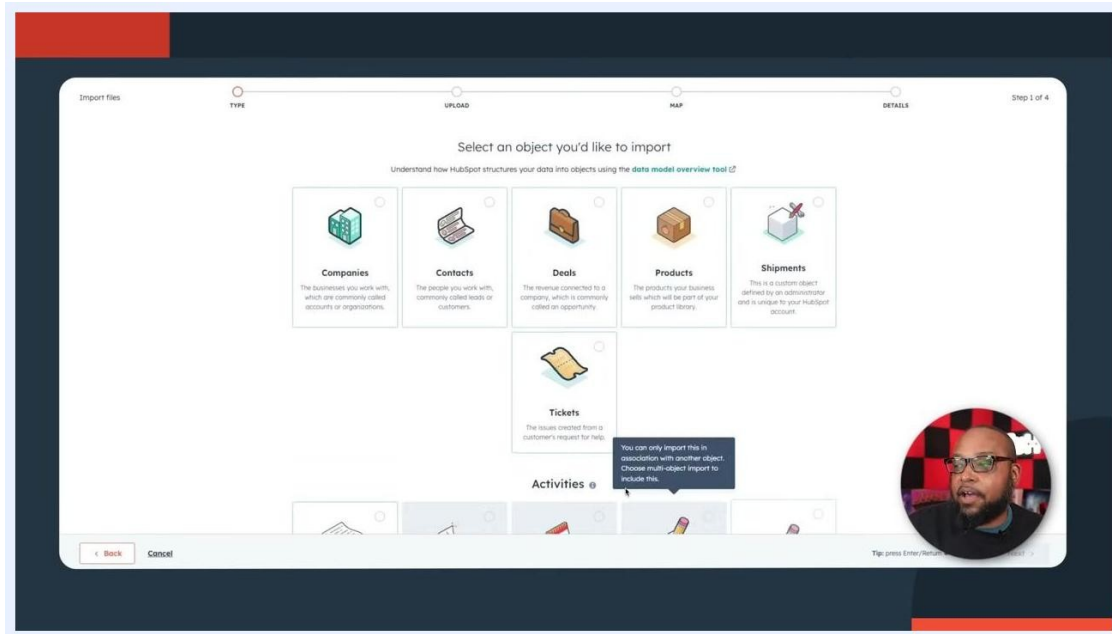
Step 6: Choose the number of objects to import

On the "How many objects are you importing?" screen, select One object. This is recommended for most users, especially beginners.



Screen showing the choice between 'One file' and 'Multiple files with associations' for import, with 'One file' highlighted.

Objects in HubSpot are data types such as contacts, companies, deals, products, shipments, and tickets. The screen offers two options: "One object" (for example, only contacts) and "Multiple objects" (for example, contacts and deals). For this guide, select One object to keep the import simple.

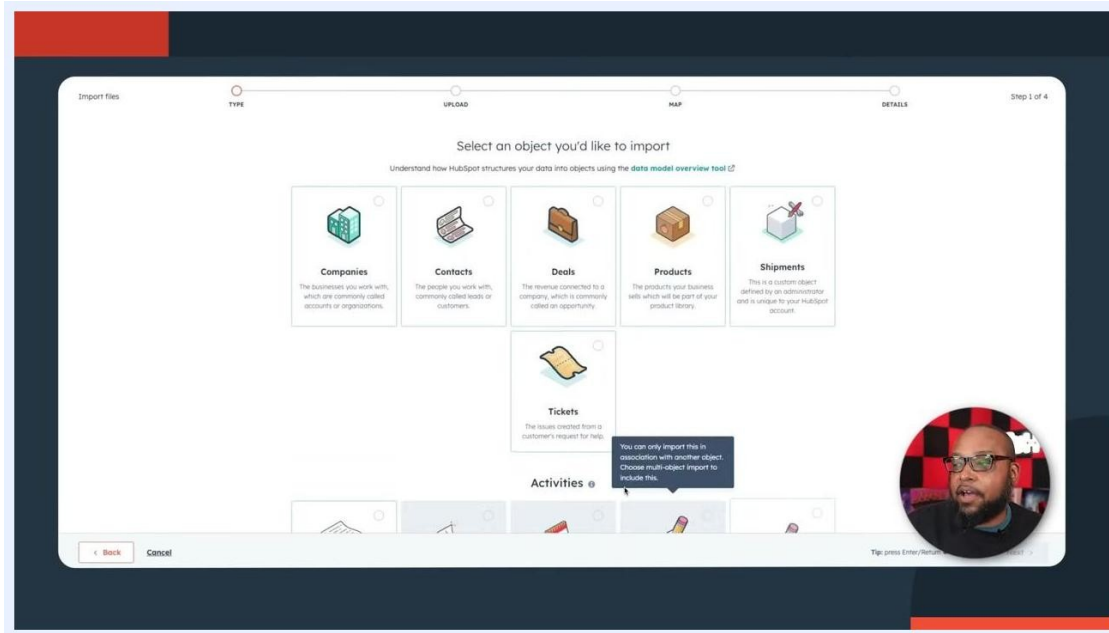


Screen showing the choice between 'One object' and 'Multiple objects' for import, with 'One object' highlighted.

Review the list of available objects you can import:

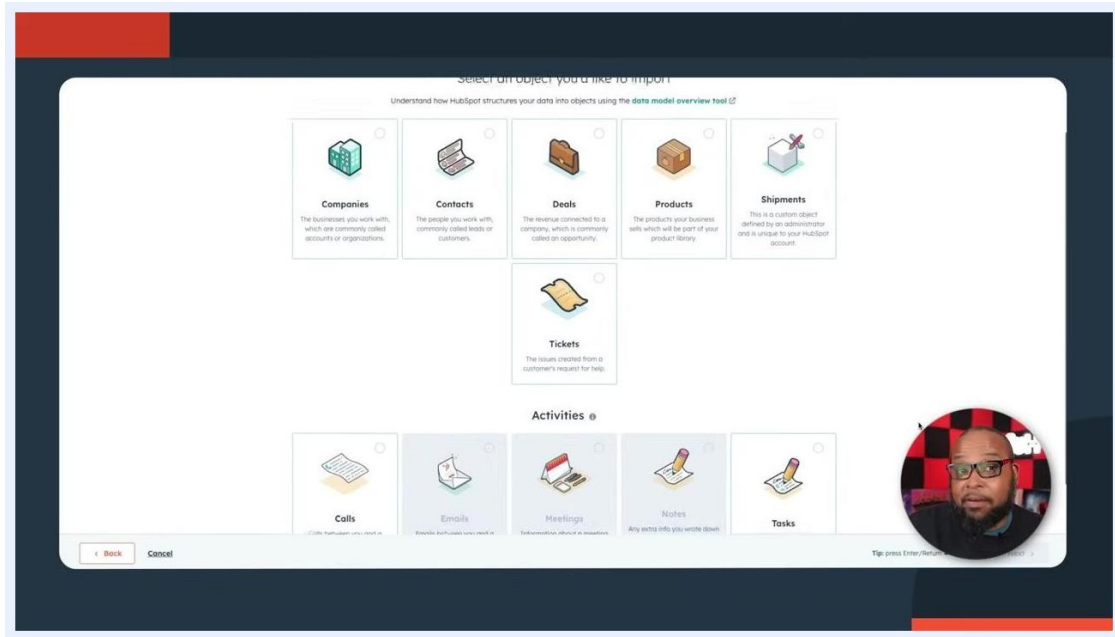
- Companies: The businesses you work with.
- Contacts: The people you work with, leads or customers.
- Deals: Revenue opportunities connected to companies.
- Products: Items your business sells.
- Shipments: Custom objects defined by your administrator.
- Tickets: Issues created from customer requests for help.

Activities (calls, emails, meetings, notes, tasks) can also be imported, but typically in association with other objects.



Screen displaying object selection options: Companies, Contacts, Deals, Products, Shipments, Tickets, and Activities.

Activities such as calls, emails, meetings, notes, and tasks are listed under "Activities." These can be imported from a spreadsheet but may require association with other objects.



Screen showing Activities options (calls, emails, meetings, notes, tasks) available for import in HubSpot.

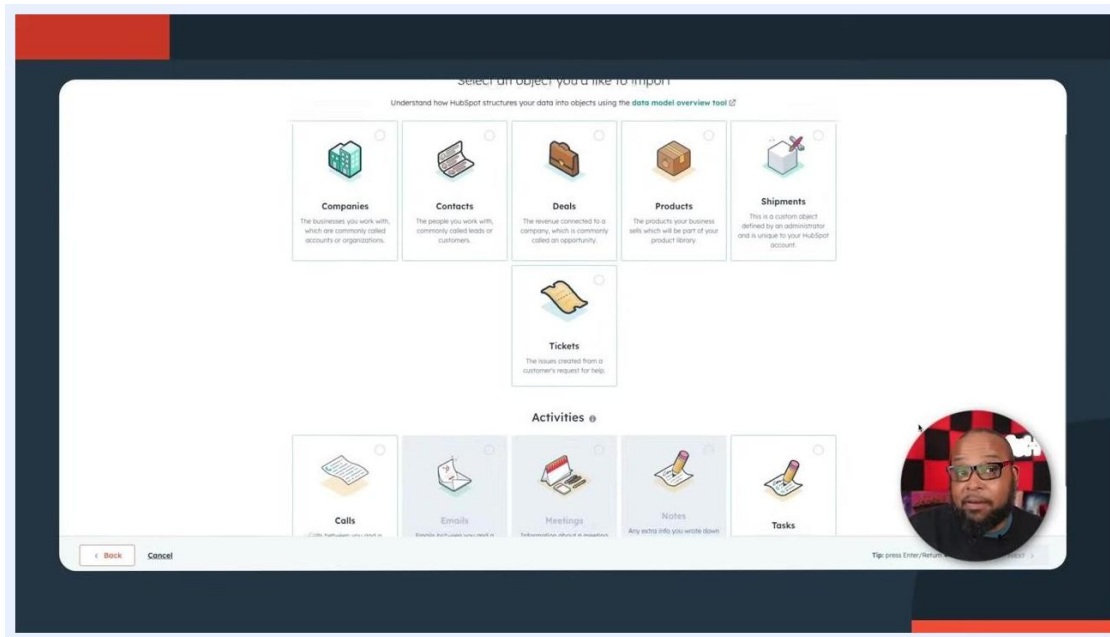
Step 7: Upload your file and choose import behavior

On the "Upload your files" screen, confirm your file is ready to import. Make sure it's in CSV format for best compatibility.

Select from the dropdown menu how you want to import contacts:

- Create and update Contacts (default): Adds new contacts and updates existing ones.
- Create new Contacts only: Only adds new contacts; does not update existing records.
- Update existing Contacts only: Only updates records that already exist in HubSpot; rows not matching existing records will error out.

For most users, Create and update Contacts is recommended.



Screen showing file upload and import options, with a dropdown for 'Create and update Contacts', 'Create new Contacts only', and 'Update existing Contacts only'.

Also select the language of the column headers in your file (for example, English). This helps HubSpot accurately map your columns to its properties.

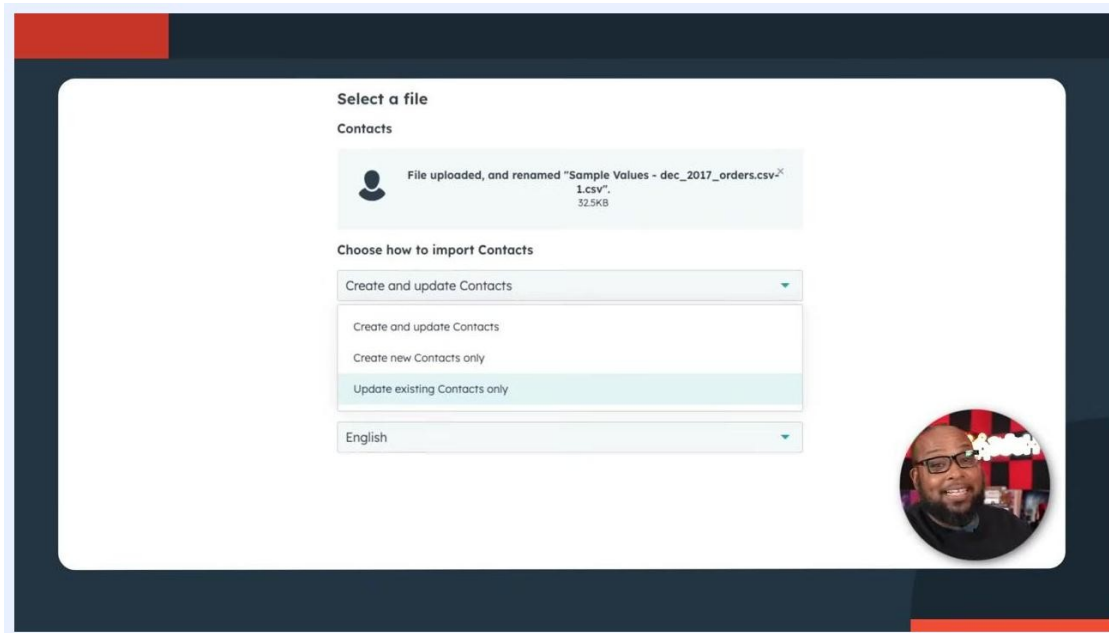
A note on data source: When importing from multiple data sources, identify your "source of truth"—the system with the most accurate and up-to-date information—and import it first to avoid overwriting good data with outdated or incorrect information. If you want to avoid corrupting existing data, use Create new Contacts only to add only new records, or Update existing Contacts only to update records already in HubSpot without adding new ones.

Step 8: Verify your file and import settings

Confirm that the correct file has been uploaded. In this example, the file is named "Sample Values - dec_2017_orders.csv" and is 32.5KB in size. Double-check that your file contains only the data you intend to import.

On the "Choose how to import Contacts" dropdown, select the option that matches your data management needs, as described above. In this example, Update existing Contacts only is selected, which ensures only existing records in HubSpot are updated, preventing the addition of new, potentially incorrect data.

Confirm the language for your column headers is set correctly, for example English.



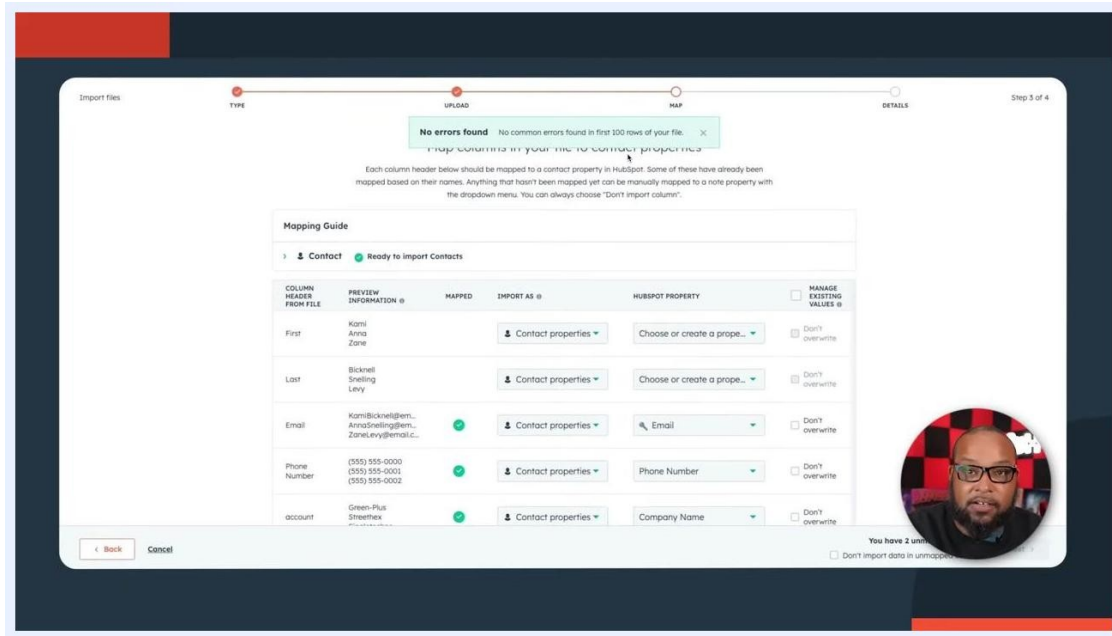
Screen showing the file upload interface in HubSpot with the file "Sample Values - dec_2017_orders.csv" uploaded, the "Update existing Contacts only" option selected in the dropdown, and the language set to English. A presenter is visible in the lower right corner.

Before finalizing, review your spreadsheet for duplicate entries, incomplete or missing information, and incorrect formatting (such as email addresses or phone numbers). Clean your data as needed to prevent import errors or CRM corruption.

Step 9: Map columns to contact properties

After uploading your file, you'll see the mapping screen. The interface shows a progress bar at the top with steps: Type, Upload, Map, and Details (you are on step 3 of 4). A notification confirms: "No errors found. No common errors found in first 100 rows of your file."

The main section, titled "Map columns in your file to contact properties," lists each column header from your file along with preview data, mapping options, and HubSpot property assignments (for example: First, Last, Email, Phone Number, Account). The system indicates "Ready to import Contacts."



Mapping screen showing columns from the import file, mapping options, and a notification of no errors found.

If no errors are found, you can proceed. If errors are detected, the system prompts you to resolve them before continuing.

For each column, select the correct "Import As" type (for example, Contact properties) and assign the corresponding HubSpot property using the dropdown (for example, First Name, Last Name, Email, Phone Number, Company Name). Optionally, check Don't overwrite if you don't want to update existing values.

Import files

TYPE UPLOAD MAP DETAILS Step 3 of 4

Map columns in your file to contact properties

Each column header below should be mapped to a contact property in HubSpot. Some of these have already been mapped based on their names. Anything that hasn't been mapped yet can be manually mapped to a note property with the dropdown menu. You can always choose "Don't import column".

Mapping Guide

Contact Ready to import Contacts

COLUMN HEADERS FROM FILE	PREVIEW INFORMATION	MAPPED	IMPORT AS	HUBSPOT PROPERTY	MANAGE EXISTING VALUES
First	Kami Anna Zane		Contact properties	Choose or create a prop...	Don't overwrite
Last	Bicknell Snelling Levy		Contact properties	Choose or create a prop...	Don't overwrite
Email	KamiBicknell@em... AnnaSnelling@em... ZaneLevy@email.c...		Contact properties	Email	Don't overwrite
Phone Number	(555) 555-0000 (555) 555-0001 (555) 555-0002		Contact properties	Phone Number	Don't overwrite
account	Green-Plus Streethe...		Contact properties	Company Name	Don't overwrite

Back Cancel

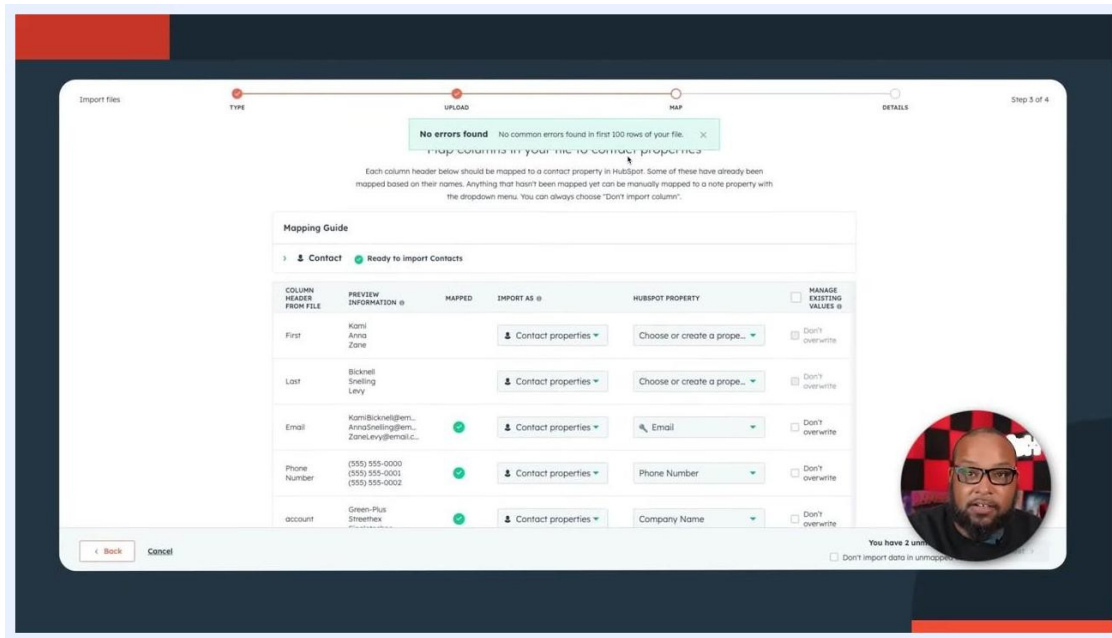
You have 2 unmapped columns

Don't import data in unmapped columns

Mapping screen with dropdowns for assigning HubSpot properties to each column.

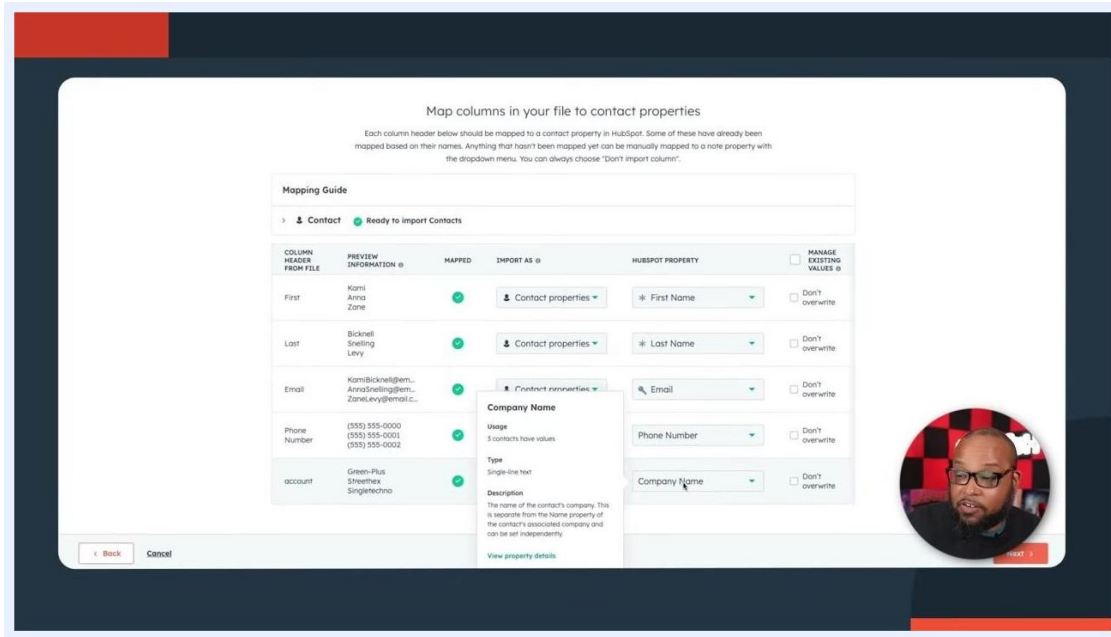
Step 10: Handle deduplication and skip unwanted columns

Use the Record ID property to deduplicate or update existing records. When selected, a tooltip explains: "Import will use this record ID column as a unique identifier to match records in this import with existing records in your CRM. Note: Any rows in this import that don't have a record ID will create new records." Alternatively, select Don't import column if you don't want to import a specific column.



Dropdown menu showing options for deduplication using Record ID or skipping column import.

If you don't want to import company names, select Don't import column for the Account/Company Name field. The dropdown for Company Name provides usage and description details to help you decide.



Dropdown menu open for the Company Name property, showing usage and description.

Step 11: Create a new property if needed

If your data contains a column that doesn't match any existing HubSpot property, you can create a new one. Click to create a new property, then fill in:

- Object type (for example, Contact)
- Group (select the appropriate group)
- Label (for example, account)

- Description (optional)

Map columns in your file to contact properties

Each column header below should be mapped to a contact property in HubSpot. Some of these have already been mapped based on their names. Anything that hasn't been mapped yet can be manually mapped to a note property with the dropdown menu. You can always choose "Don't import column".

COLUMN HEADER FROM FILE	PREVIEW INFORMATION	MAPPED	IMPORT AS	HUBSPOT PROPERTY	MANAGE EXISTING VALUES
First	Kami Anna Zane	✓	Contact properties	* First Name	☐ Don't overwrite
Last	Bicknell Snelling Levy	✓	Contact properties	* Last Name	☐ Don't overwrite
Email	Kami.Bicknell@em... AnnaSnelling@em... ZaneLevy@email.c...	✓	Contact properties	Email	☐ Don't overwrite
Phone Number	(555) 555-0000 (555) 555-0001 (555) 555-0002	✓	Contact properties	Phone Number	☐ Don't overwrite
account	Green-Plus Streetmax Singertechno		Don't import column	Choose or create a prop...	☐ Don't overwrite

Back Cancel

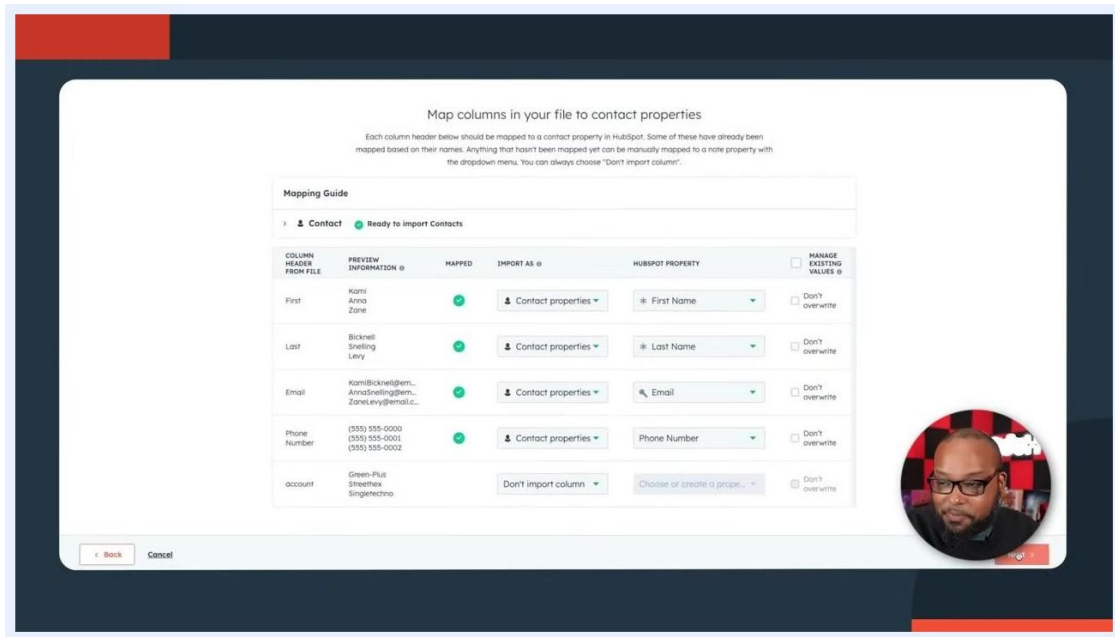
Dialog for creating a new property, with fields for object type, group, label, and description.

Before creating new properties, check whether an appropriate one already exists to avoid unnecessary duplicates. Not all data from your import file needs to be imported—only map what is necessary.

Once all columns are mapped or intentionally skipped, click Next to continue.

Step 12: Review your final mapping

Confirm that each column from your file is mapped to the correct HubSpot property. For unmapped columns, select "Choose or create a property" if you want to map them, or leave as "Don't import column" if not needed. Optionally, check Don't overwrite for any property if you don't want to update existing values during import.

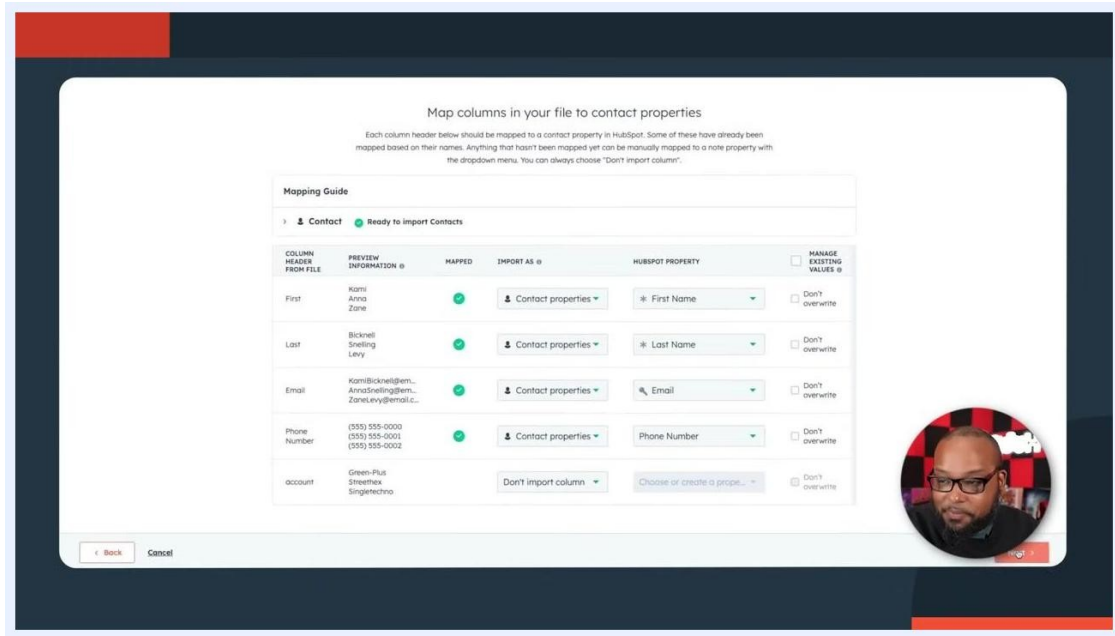


Screen showing mapped columns, dropdowns for property selection, and 'Don't overwrite' checkboxes. A tooltip reads 'Choose or create a property' for an unmapped column.

Click Next to proceed to the import details screen.

Step 13: Name your import

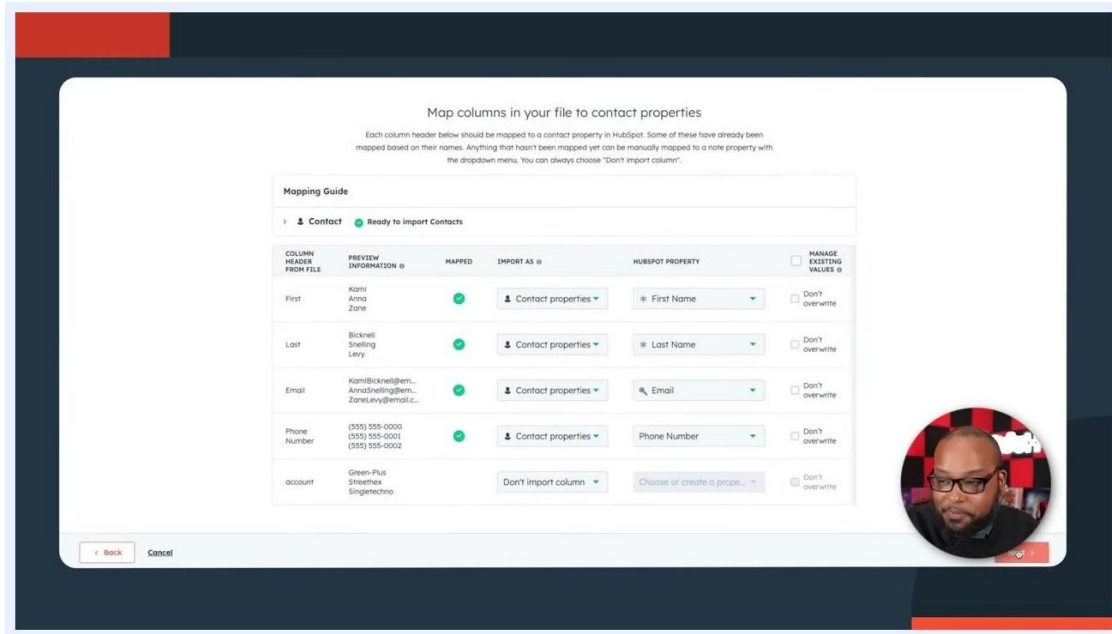
In the "A few final details" screen, enter a meaningful name in the Import name field, for example "Full CRM List - 8-23-23." Avoid using only the file name—choose a name that helps you identify the import later.



Screen showing the "A few final details" section with the import name field being edited. Example name: "Sample Values - dec_2017_orders.csv.csv".

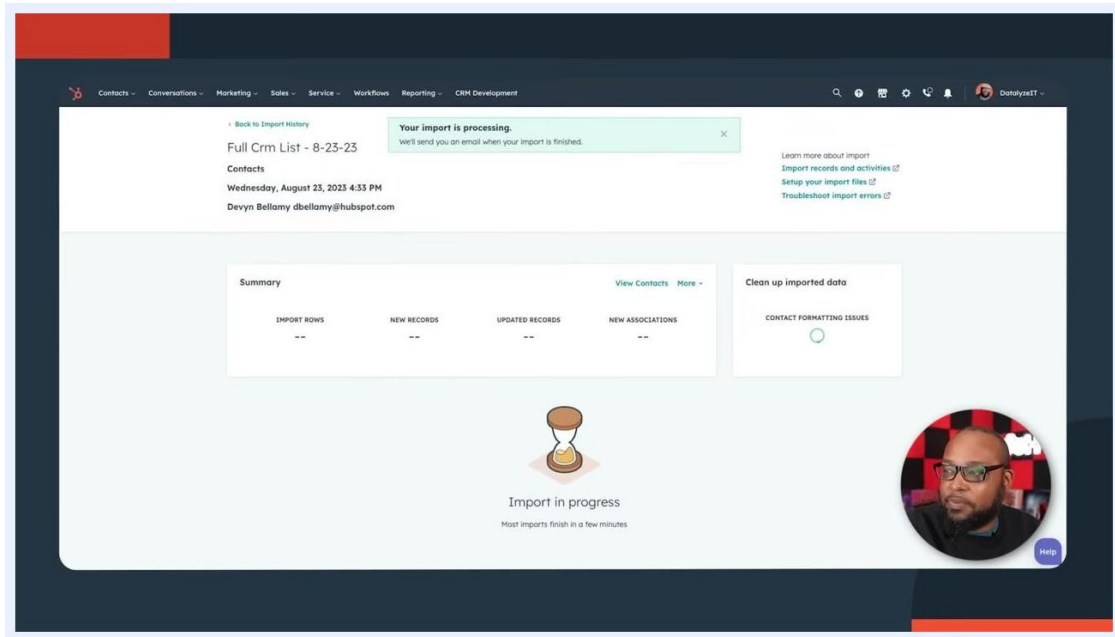
Step 14: Optionally create a list and confirm compliance

Check the box labeled Create a list from this import if you want HubSpot to automatically generate a list of the imported contacts. This is useful for quickly accessing or segmenting the imported data.



Screen showing the "Create a list from this import" checkbox being selected, with the import name "Full CRM List - 8-23-23".

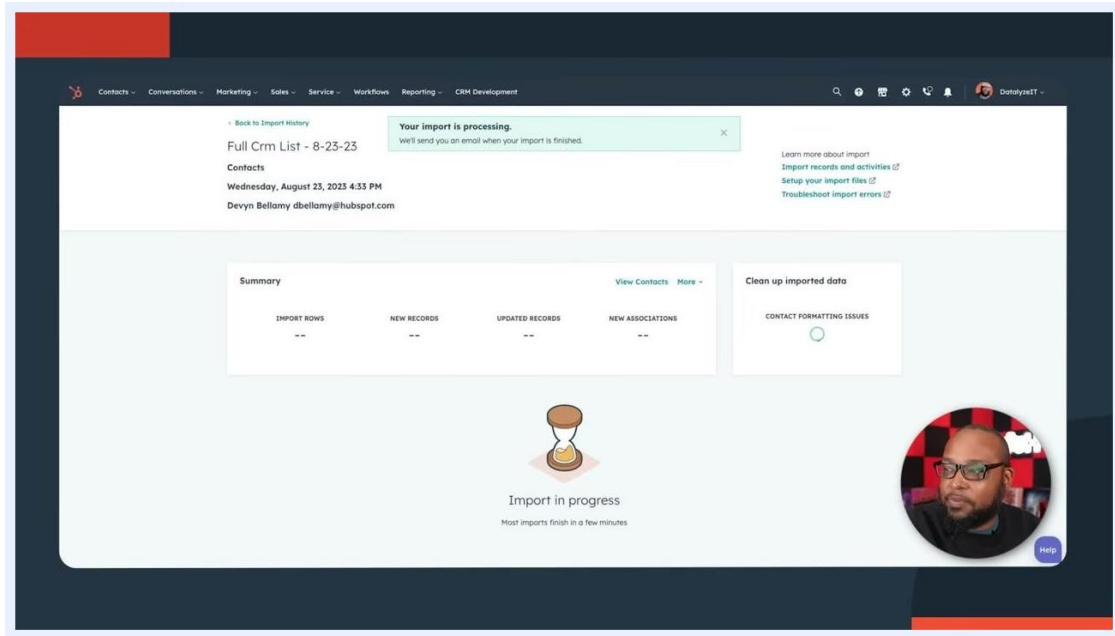
You must also check the box confirming: "I agree that all contacts in this import are expecting to hear from my organization. I have a prior relationship with these contacts and have emailed them at least once in the past year. I can confirm this list wasn't purchased, rented, appended, or provided by a third party." This step is required to proceed with the import.



Screen showing both the "Create a list from this import" and the agreement checkbox selected, with the import name filled in.

Step 15: Start the import

After confirming all details and agreements, submit the import. The system displays an "Import in progress" screen, showing a summary and a progress indicator. You will receive an email notification when the import is complete.



Screen showing "Import in progress" with summary boxes for import rows, new records, updated records, new associations, and a progress indicator.

Step 16: Review the import summary and errors

Once the import is complete, review the summary, which includes:

- Total import rows (for example, 511)
- New records created (for example, 30)
- Updated records and new associations, if any
- Contact formatting issues (for example, 0)

Check for import errors listed below the summary. For example, "Duplicate Alternate ID" errors for the Email property, with the number of values not imported (for example, 481). You can download the error report as a file or view rows with errors for further troubleshooting.

The screenshot shows the HubSpot import summary and error details page. The summary section displays the following statistics:

- NEW RECORDS: 30
- UPDATED RECORDS: --
- NEW ASSOCIATIONS: --
- CLEAN UP IMPORTED DATA: 0

Below the summary is a table of import errors. The table has the following columns: OBJECT TYPE, HUBSPOT PROPERTY, ERROR TYPE, and ERROR IMPACT. The first row shows an error for the 'Email' property, with the error type 'Duplicate Alternate ID' and the error impact '481 values not imported'.

On the right side of the page, there is a 'How to resolve the error' section. It provides instructions on how to resolve the 'Duplicate Alternate ID' error, including a link to 'Learn more about Import records' and a link to 'Setup your import Troubleshoot in'.

The 'How to resolve the error' section also includes a list of steps to avoid duplicates and associate records. It states: 'To avoid duplicates, use Email for contacts, Company domain name for companies, or Record ID for any object.' and 'To associate records, use Email, Company domain name, Record ID, or choose a one-to-many property where one value is unique for the many records associated with it (e.g. Company name as the one, which will be associated with many contacts who work at the same company). Refer to the sample import files for further guidance.'

Below the instructions, there is a section titled 'Duplicate association' with a sub-header 'What the error means'. It states: 'The association ID you use for records is not unique.'

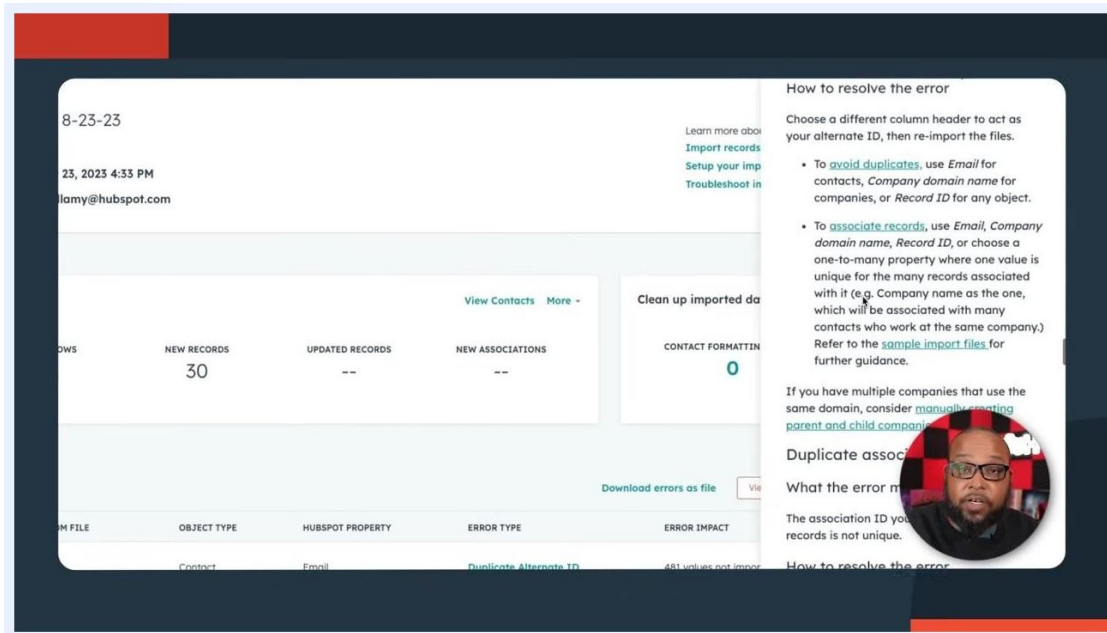
At the bottom right of the page, there is a circular profile picture of a man with glasses and a beard, wearing a red and black checkered shirt.

Screen showing import summary: 511 rows, 30 new records, 0 formatting issues, and a table of import errors with details.

Click on error details to view guidance on resolving issues. For example, a "Duplicate Alternate ID" error for the Email property will show a help panel with instructions such as:

- Use a unique column (such as Email, Company domain name, or Record ID) to avoid duplicates.
- For associations, ensure the association ID is unique for each record.

- Refer to sample import files or create parent/child company relationships if needed.



Screen showing the error resolution help panel with instructions for resolving duplicate alternate ID errors.

Best practices before you finish

Keep the following in mind as you complete your import:

- Duplicate records will trigger errors like "Duplicate Alternate ID," so use a unique identifying column (Email, Company domain name, or Record ID) to prevent this.

- You can review the full import summary, including import name, date and time, user email, and error counts, and download the error report for further review.

The screenshot displays the HubSpot import summary interface. At the top, the navigation bar includes links for Contacts, Conversations, Marketing, Sales, Service, Workflows, Reporting, and CRM Development. The main content area is titled 'Full Crm List - 8-23-23' and shows the import date as 'Wednesday, August 23, 2023 4:33 PM' by user 'Devyn Bellamy dbellamy@hubspot.com'.

The 'Summary' section provides a high-level overview of the import results:

IMPORT ROWS	NEW RECORDS	UPDATED RECORDS	NEW ASSOCIATIONS	CLEAN UP IMPORTED DATA
511	30	--	--	0

Below the summary, the 'Import errors' section indicates '481 errors' and provides a 'Download errors as file' button. A table lists the error details:

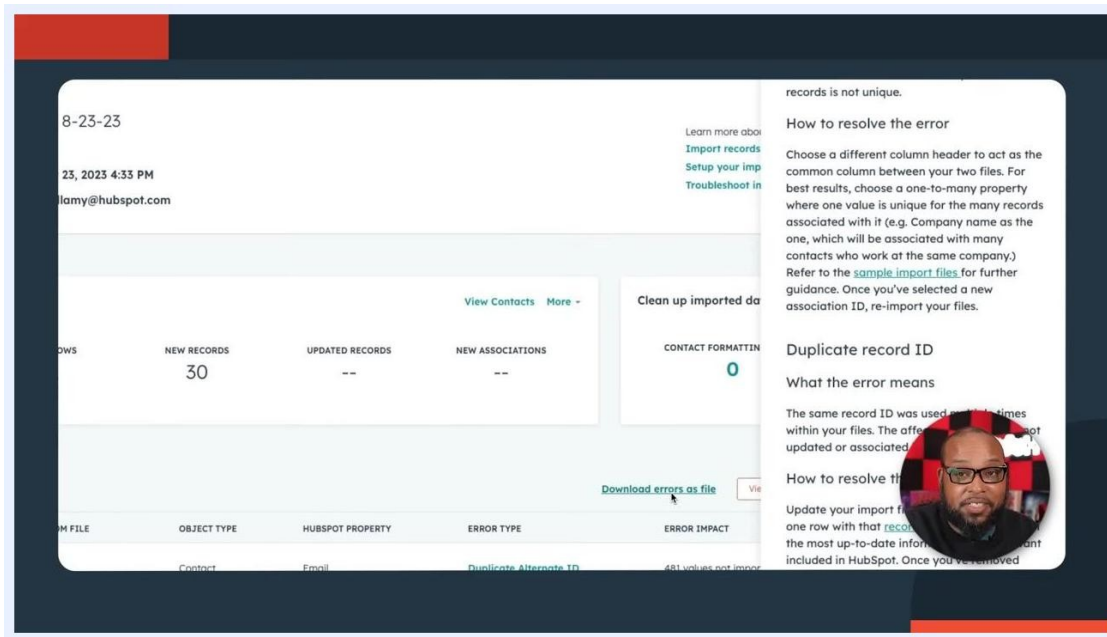
IMPORT COLUMN FROM FILE	OBJECT TYPE	HUBSPOT PROPERTY	ERROR TYPE	ERROR IMPACT
Email	Contact	Email	Duplicate Alternate ID	481 values not imported

On the right side, a help panel titled 'How to resolve the error' provides instructions for handling 'Duplicate record ID' errors. It explains that the same record ID was used multiple times and offers steps to resolve the issue by choosing a different column header or using a unique property like 'Company name'.

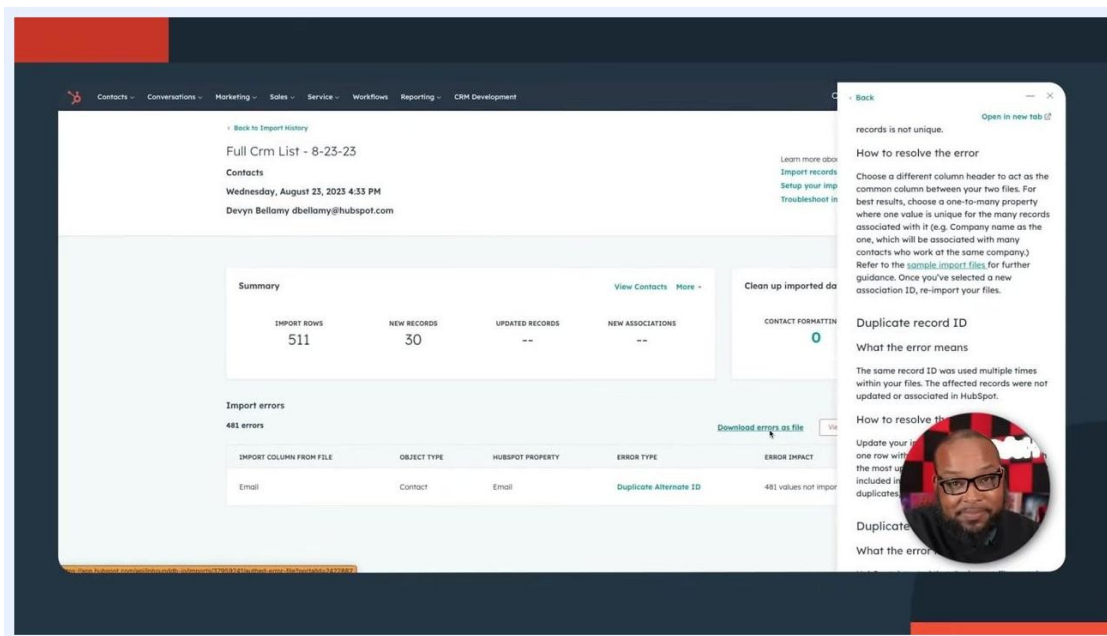
A small circular overlay in the bottom right corner shows a portrait of the presenter, a man with glasses and a beard.

HubSpot import summary screen showing import name, summary statistics, error details, and a help panel with error resolution steps. The presenter appears in a small overlay.

- Don't rush through error resolution. Take the time to review and address errors immediately rather than leaving them to fix later, to maintain clean and accurate CRM data and prevent future issues.



Presenter in a studio environment, emphasizing the importance of not rushing through the import process. Background includes branded decor and equipment.



Presenter in a studio, smiling and addressing the audience. On-screen text: "Click here to get started" with an arrow pointing to the top right, suggesting a call to action.



Presenter smiling, with "Click here to get started" text and an arrow, inviting users to begin their own import process. Bookshelves and branded items in the background.

Summary

Once you have reviewed the summary and resolved any errors, your import process is complete. By preparing your spreadsheet correctly, mapping columns carefully, and reviewing your import results, you ensure that your HubSpot CRM remains clean, accurate, and compliant. Always review error reports, resolve issues as they arise, and use descriptive import names for easier tracking in the future.