GS1 US Data Hub
Location User Guide
for Managed GLN Subscribers

March 7th, 2025

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About this Guide

This user guide discusses GS1 US Data Hub | Location functionality available for users of the Managed GLN subscription. With this subscription, a Wholesaler or Group Purchasing Organization (GPO) can assign GLNs (Global Location Numbers) within GS1 US Data Hub to hospitals, independent pharmacies, and other healthcare providers.

After the GLN is assigned to a party or location, there are two options for managing the GLN data in GS1 US Data Hub:

Option #1: The GPO/Wholesaler continues to manage all GLNs assigned to healthcare providers, including all GLN attributes and sharing options;

Option #2: The GPO/Wholesaler enables the healthcare provider to manage its own GLN data (also referred to as the self-managed option).

For Option #2, the self-managed option, the healthcare provider must first request access to GS1 US Data Hub. Learn more by viewing the Self-Managed GLN Checklist.

This user guide provides instructions and links to resources on functionality available through GS1 US Data Hub, as part of the Managed GLN subscription, no matter which option is selected above:

• Review Your Top Level GLN

• Assign Users to a Location

• Create a GLN

• Location Approval Process

• Export GLN Data

• How to Import Locations

• Share a GLN with Third Parties

• View GLNs Not Managed by Your Organization

• Transfer a GLN

> **Note:** If you are not part of the GS1 US Managed GLN Subscription, please view the Introduction to GLN article in the Help Center for "Location" resources based on your particular subscription.

Review Your Top Level GLN

Before you create a GLN, you can review your organization's Top Level GLN (also referred to as the Entity GLN). This GLN is assigned by GS1 US automatically as part of the Managed GLN subscription. When you visit GS1 US Data Hub for the first time, the Top Level GLN is already **Published** and the "Legal Entity" is assigned.

The Top Level GLN cannot be deleted and the Legal Entity GLN Type cannot be made "Inactive."

For the first GLN your organization creates, this Top Level GLN must serve as the "Administrative Parent." The default **Industry** for this GLN is "General," and the **Supply Chain Role** is "Undefined." The address information is pulled from your GS1 US account information. GS1 US leverages this address information when adding your company to the GS1 US Company database.

To review the Top Level GLN and make changes, you must have the **Edit** user permission assigned in GS1 US Data Hub. If necessary, you may have to contact your organization's GS1 US Data Hub | Location Administrator to be assigned this user permission. Also, you should make sure that "Healthcare" has been selected as the **Industry**.

Let's review some frequently asked questions.

Q **What if my Top Level GLN Address Changes?** A You should update the address via the myGS1 US page. Click "Manage Company Info." Then update with the new address. This address displays in the GS1 US Company database. You also should change the Legal Entity GLN Type address associated with this Top Level GLN in GS1 US Data Hub. From the Manage Locations screen, click the Top Level GLN, then click "**Edit**" for the Legal Entity GLN Type, and enter the new address. **Note:** If a Fixed Physical GLN Type is associated with this Top Level GLN, you CANNOT change the address in GS1 US Data Hub. The GS1 US Member Support Team can update your Top Level GLN to an existing GLN or assign a new GLN. When your company's Top Level GLN changes, any child GLNs associated with the previous Top Level GLN will be automatically moved to this new Top Level GLN.	Q **How do I connect a new location to a Top Level GLN?** A In GS1 US Data Hub, you can assign the Top Level GLN as the "Administrative Parent" to the GLN you are creating. You can then build a GLN hierarchy after you publish the GLN.

Review Your Top Level GLN (*Continued*)

Before you make changes to the Top Level GLN, first check your user profile to make sure you have the proper Location Administrator role and user permissions (such as "Edit").

1 On the Home page of GS1 US Data Hub, click the Profile Icon. The **My Profile** window displays. navigate to the **Data Hub Settings** and click the **Location (GLN) User Permissions** link under **Company Data Settings**.

2 To view your assigned user permissions, locate yourself and open the Location User Settings.

3 If you are not a user of a location, you can view the Location Administrator in your organization so you can request this role, or request that the current Location Administrator publish the Top Level GLN.

Review Your Top Level GLN (*Continued*)

Note: only a user with the Location Administrator role and the "Edit" permission can make changes to the Top Level GLN.
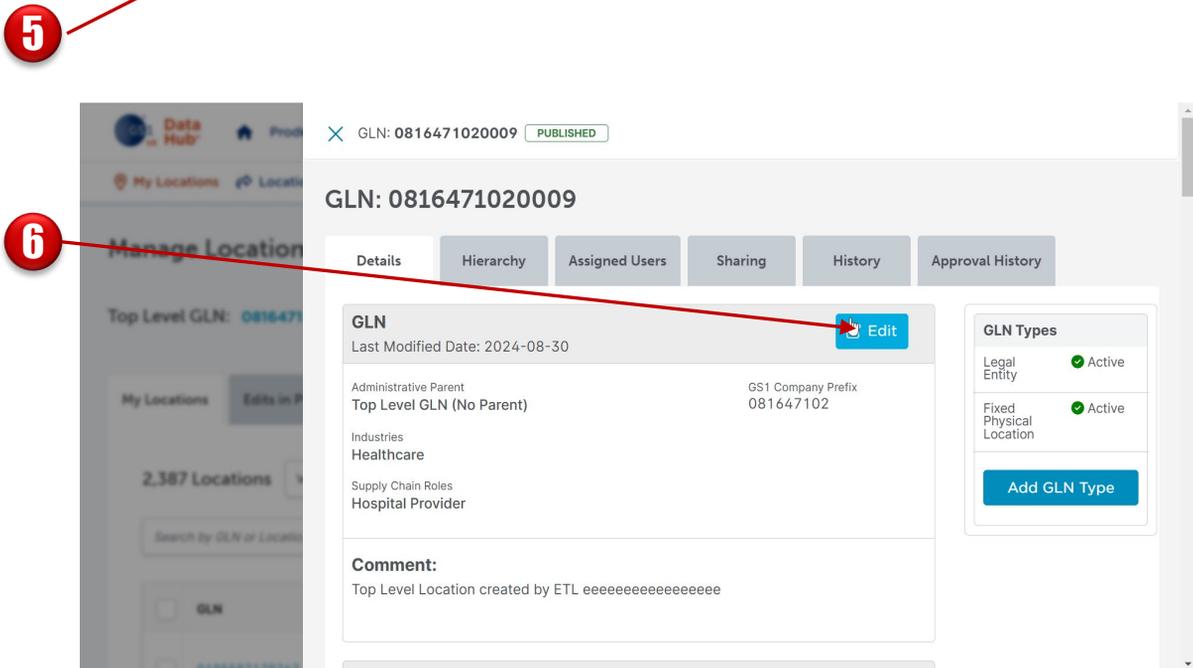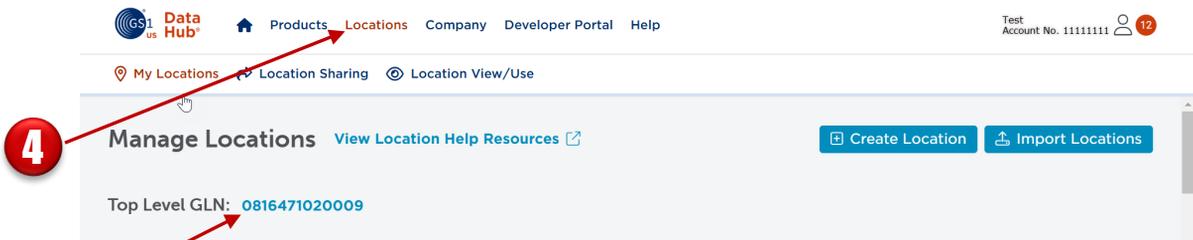
4 From the main GS1 US Data Hub page, click **Location** > **Manage.**

5 From the My Locations page, click the **Top Level GLN** hyperlink.

The **Details** page of the Top Level GLN displays - in the **Published** state. "Managed GLN Program" instead of "GS1 Company Prefix" displays if the GS1 Company Prefix is part of the Managed GLN subscription.

6 Click the **Edit** button on the right. You can now add or change Industries and Supply Chain Roles for the Top Level GLN.

Review Your Top Level GLN (*Continued*)

7 Because this is the Top Level GLN, you cannot enter an Administrative Parent. You can leave this blank or enter this same 13-digit GLN displayed on the top of the screen.

8 Make sure the **Industry** for this GLN is "Healthcare." You can also change or add **Supply Chain Roles**. When you create GLNs in the future and select this Top Level GLN as the Administrative Parent, these Industry and Supply Chain roles will be pre-populated into the new GLN.

Note: To select the Healthcare industry, the Class of Trade fields and Corporate Relationship fields must be populated for this GLN.

9 **Optional:** Enter any comments about this GLN. These comments can be viewed by GS1 US Data Hub Location View/Use subscribers.

Click **Save**. The changes are saved with this Top Level GLN. You can now edit the Legal Entity GLN Type associated with this Top Level GLN.

Review Your Top Level GLN (*Continued*)

✕ GLN: **0816471020009** PUBLISHED

10

Legal Entity ✓ Active ⑦   🖉 Edit

Replaces the following GLN(s)
N/A

Related Location GLN   Related Location GLN Type

GLN Types

✕ GLN: **0816471020009** PUBLISHED

Legal Entity   🖉 Cancel   🖉 Save
Last Modified Date: 2024-08-30

11

Replaces the following GLN(s)
ⓘ Does this GLN replace other GLNs? If so, enter up to 10 GLNs which will be replaced by this one.

Enter GLN

⊞ Add another GLN to be replaced

Related Location GLN   Related Location GLN Type

Enter GLN   Select Type   ⌄

GLN Types

Legal Entity	✓ Active
Fixed Physical Location	✓ Active

Add GLN Type

Name

Name *required   Language *required

Helena Shotte Hospital - Dayton OH   English (en)   ⌄

12

⊞ Add name in another language

Name 2

Address ⑦

☑ **Street or Postal Address**

Country *required

START

10 Click the **Edit** link for the Legal Entity GLN Type.

11 If this GLN is replacing one or more other GLNs, you can enter one or more of these GLNs here. These GLNs can be **Active** or **Inactive**.

12 You can change the name of this Legal Entity GLN if necessary.

CONTINUE

Review Your Top Level GLN (*Continued*)

13

Verify Address Information.
Because this is the Legal Entity GLN Type, you can change address details.

14

Enter Contact Information.
You must enter either the "phone number" or "email address" as the key contact for this Top Level GLN. This contact information is shared with Location View/Use subscribers.

15

Business Attributes: By default, "Bill To/Sold To" has been selected as the "Business Transactions Enabled" for the Top Level GLN. You can check other Business Attributes for this Legal Entity GLN Type.

Review Your Top Level GLN (*Continued*)

Business Details

Corporate Relationship *required

| Managed ⊗ | ∨ |

Business Sector

| Health Care - Hospitals | ∨ |

Class of Trade 1 *required

| For Profit | ∨ |

Class of Trade 2 *required

| Pharmacy (Inpatient and Outpatient) | ∨ |

Class of Trade 3 *required

| Managed care, health plan | ∨ |

Organization Details

Parent Org: GLN *required ⑦

| 0816471020009 |

Parent Org: GLN Type *required

| Legal Entity | ∨ |

Organization Role Type(s)

| Select | ∨ |

Organization Formation Date

| YYYY-MM-DD | 🗓 |

Organization Termination Date

| YYYY-MM-DD | 🗓 |

GLN Types

| Legal Entity | ✔ Active |
| Fixed Physical Location | ✔ Active |

Add GLN Type

☑ Cancel   ☑ Save

START

16 **Business Details:** Enter the Corporate Relationship, Business Sector and Class of Trade (1, 2, and 3) of this Top Level GLN.

17 **Parent Org GLN:** Enter the "13-digit Parent Organization GLN". This is the GLN directly above this GLN within the location hierarchy. The Parent GLN must contain Legal Entity or Function GLN Type. For Healthcare Providers, this may be the GPO/Wholesaler's GLN.

Optional: For a Legal Entity GLN Type, you can enter Organization IDs associated with this GLN Type. View Organization ID Type Definitions in the Help Center.

18 Click **Save** to save Legal Entity GLN Type changes. GS1 US Data Hub Location View/Use subscribers can now view these changes.

STOP

Assign New Users to / Remove Users from a Location

Note: these steps apply to users in your organization as well as users having "self-managed" rights (such as hospitals).

To assign a new user to modify a specific location (including related "child" locations if available), follow these steps:

1. Visit the **User Portal** to add this user to this organization. When assigning roles, you only need to check the box for "Location Create/Manage". Then click **Save**. View the Add Users and Assign Roles Article for more details.
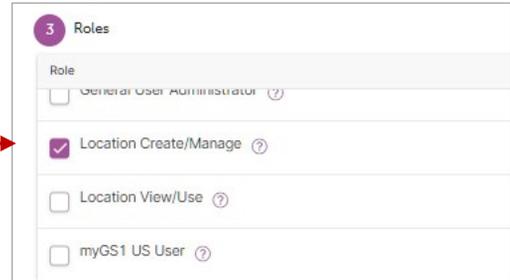
2. Navigate to the Data Hub Settings, then click **Location (GLN) User Permissions**.

   Identify the desired user and click the **username**. The Location User Settings window displays. Select the desired user permission for this user, such as those related to the Location Approval Process. Click **Save Settings**. For definitions, refer to the "Roles for Providers in GS1 US Data Hub" section in the user guide.
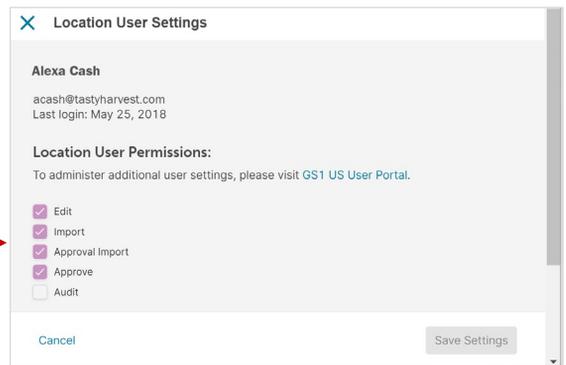
3. Now you can assign this user to manage a specific location. Click **Location** from the main navigation bar. The **My Locations** screen displays. Click the desired "Location Name," then click the **Assigned Users** tab. The Assigned Users screen displays. Click the **Add New** button. The Assign New User window displays. Check the box for the user you want to add to this location. Then click **Assign**.

   The user is added to this specific location and also to any "child" locations associated with this "parent" location.
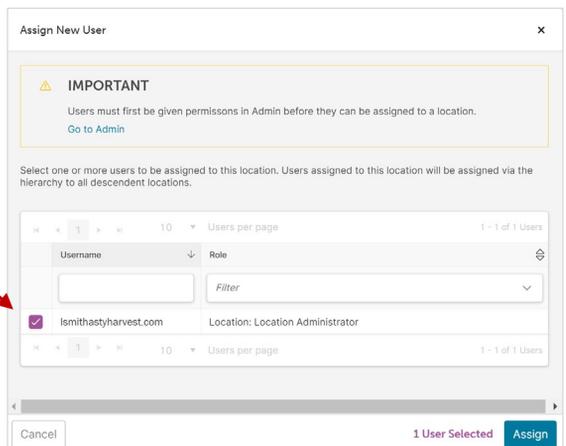
Note: Before you assign these user permissions, make sure the Location Approval Process has been enabled. For more details, see the Location Approval Process article.

Create a Location

After you have reviewed the Top Level GLN, you can now create a new location or party and assign a GLN.

From the **Manage Location page,** click the **Create Location** button on the right. The New Location window displays.

Select the **Choose Administrative Parent** button. The Select Parent Location window displays. Select the box for the desired **Parent GLN Location**, then click the **Add Parent** button. The Administrative Parent must be a **Published** GLN with an **Active** GLN Type before you can publish this GLN. The Parent Name displays in the Administrative Parent field.

Keep **Let Us Assign Your GLN** selected. If you have a GLN to enter manually, then click **Choose a Specific GLN.** You will be prompted to enter the 13-digit GLN.

For example, you can select "Healthcare" as the **Industry** and "Hospital Provider" as the **Supply Chain Role**.

Create a Location *(Continued)*

START

5 **Select the GLN Type. Learn more in this** GLN Types Help Center article.
The GLN Type represents what is being identified. GLNs can be used to answer the question of "where" business-related transactions occur for physical and digital locations. GLNs can also identify "who" is involved within business-related transaction by identifying the party. Selections available describe locations and parties. You can add more than one GLN Type to a single GLN. Learn how to add another GLN Type.

Optional: enter comments for this GLN. These comments can be viewed by GS1 US Location View/Use subscribers.

6 Click **Continue** to add specific attributes related to the GLN Type you selected. To save these changes so you can return at a later time, click **Save Draft & Exit**.

CONTINUE

Create a Location *(Continued)*

X New Location: Fixed Physical   GLN: **0195652669139**

Step 2 of 2
Fixed Physical Location Details

Replaces the following GLN(s)
ⓘ Does this GLN replace other GLNs? If so, enter up to 10 GLNs which will be replaced by this one.

[Enter GLN]

⊞ Add another GLN to be replaced

Related Organization GLN   Related Organization GLN Type

[Enter GLN]   [Select Type   ⌄]

Name

Name *required   Language *required

[Helena Shotte Hospital - Dayton OH]   [English (en)   ⌄]

⊞ Add name in another language

Name 2

[   ]

[← Back]   [Save Draft & Exit] [Publish GLN]

START

7 If this GLN is replacing one or more GLNs, enter the existing 13-digit GLN(s) here. This is for informational purposes. The GLN(s) can be **Active** or **Inactive**. This information serves as a reference for other Location administrators.

8 If you have a GLN that is associated with the GLN you are creating, you can enter it here. For example, if you're creating a GLN with a GLN Type of **Legal Entity** or **Function**, you can enter a related GLN with a GLN Type of **Fixed Physical, Digital or Mobile Physical.**

9 Enter the "name" of the party, company, department, etc. You can also enter a second Location Name in Location Name 2, if, for example, to include a legal name or a trade name.

If the **GLN Type** is Fixed Physical Location, then the address fields are required. To enter a street address, select the box for **Street or Postal Address**.

CONTINUE

START

10 Enter the **Country** and **Address Line 1** fields. Once you begin typing your address in the "Address Line 1" field, the system will suggest addresses based on the USPS database. Select the correct address from the suggestions and it will display. Use **Address Line 2 or Address Line 3** to differentiate the address. For example, you may want to differentiate a nurses' station or a doctor's office from another within a single hospital address.

Note: If you choose to enter your address manually, you may receive a notification stating, ***"Unverified Address: This street address is not a USPS Verified Address,"*** indicating the entered address is not in the USPS database. This may occur if your address is a new construction or was recently renamed.

Note: If the **GLN Type** is Fixed Physical Location, these address fields cannot be changed after this location is published. If the address changes for this GLN after the GLN is published, you must create a new GLN.

CONTINUE

Create a Location (*Continued*)

X New Location: Fixed Physical   GLN: **0195652669139**

Contained in Place

GLN

11 →

Contact
Please provide at least one point of contact *required

Phone

12 → 9375551212

Email Address

admin@helenashottedayton.com

Business Attributes ⑦
Business transaction enabled (select at least one) *required

13 →
- ☑ Bill To/Sold To   ☐ Remit To
- ☑ Deliver To   ☑ Ship From
- ☐ Order By   ☐ Ship To
- ☐ Order From   ☐ Sold From
- ☐ Paid By
- ☐ Recall

START

11 **Optional:** If you know the 13-digit GLN which designates the larger physical location within which this new GLN is located, you can enter that here. **Note:** the Contained in Place GLN you enter must contain the Fixed Physical Location GLN Type.

12 **Enter Contact Information.**
You must enter either the phone number or email address as the key contact for this GLN. This contact information is shared with Location View/Use subscribers.

13 **Enter Business Attributes.**
Select at least one box to indicate the transaction type(s) in which this party or location engages. View Business Transactions Enabled definitions.

CONTINUE ➡

Create a Location (*Continued*)

New Location: Fixed Physical   GLN: **0195652161572**

Business Details

Corporate Relationship *required

Managed ⊗   ⌄

Business Sector

Health Care - Hospitals   ⌄

Class of Trade 1 *required (?)

For Profit   ⌄

Class of Trade 2 *required

Inpatient (Acute)   ⌄

Class of Trade 3 *required

Corporate Office, IDN/acute care   ⌄

Location Details

Location Role Type(s)

Select   ⌄

Location Opening Date   Location Final Closure Date

YYYY-MM-DD   📅   YYYY-MM-DD   📅

START

14 Select the **Corporate Relationship**. Scroll down to the Corporate Relationship item in the list. View Corporate Relationship definitions.

15 Select the Class of Trade 1, 2, and 3. If you selected Healthcare as the **Industry**, these fields are required. The Class of Trade 3 values displayed are based on your selection for Class of Trade 2. View Class of Trade definitions.

16 **Optional:** add the **Location Details** and **Additional Location IDs**, which are identifiers your organization may have created for this GLN. You can also enter **Comments**. These can be viewed by GS1 US Data Hub Location View/Use subscribers.

CONTINUE ➡

17

New Location: Fixed Physical — GLN: **0196618188985**

Comment

Max Characters: 0/2000

← Back   Save Draft & Exit   Publish GLN

START

17 You are now ready to save this GLN. You have two options to save this GLN:

Option #1: Click **Save Draft & Exit** to save this draft and close the window. You can continue to make changes to this GLN before you publish it.

Option #2: If you're ready to share this location with trading partners and external parties, click the **Publish GLN** button. The location must adhere to the GLN Allocation rules from the GS1 Standards. This Location Detail Record is automatically shared with all GS1 US Data Hub Location View/Use subscribers, but you can adjust the sharing settings and share just with specific third parties. See the Share Your Locations article for more information.

Note: Did your company enable the approval process? If yes, this GLN displays in the **Draft** state until it is approved. This GLN also displays in the **Pending Approvals** section. The user with the "Approver" user permission is notified of the changes. See the Location Approval Process article for guidance.

STOP

Verify Address

If the GLN Type is "Fixed Physical Location," GS1 US Data Hub validates the address against the USPS database when you click **Publish GLN**. If this address does not match an address in the USPS database, a **No Match** message will display asking to **Cancel** or **Proceed as Not Verified**.

| No Match	×
A1 - Address is invalid. (City/state/ZIP + street don't match.)	
Cancel	Proceed as Not Verified

1

START

1 When you click **Save Draft** or **Publish GLN**, and the address is verified successfully in the USPS database, the Address Verification message displays on the top right hand of the screen. If USPS was not able to match the address as indicated, the "No Match" message displays. You can either **Cancel** or **Proceed as Not Verified**.

STOP

Manage Locations

To view or manage your locations, follow these steps.
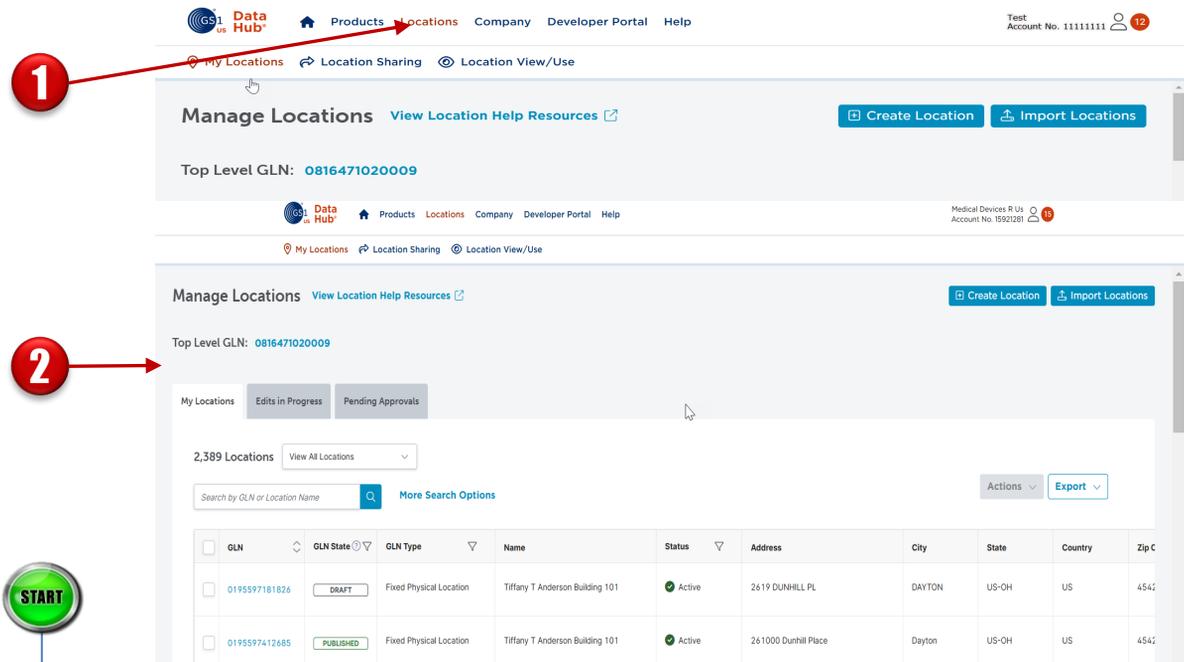
① Click **Location.** The **Manage Locations** page displays**.**

② Depending on the roles you've been assigned in GS1 US Data Hub | Location, you may see certain tabs displayed on the **Manage Locations** screen.

Q. How can I view only Locations I Manage?
A. Select "View only locations I Manage"
from the drop-down beside the My Locations
Heading. Only the locations you manage are displayed.
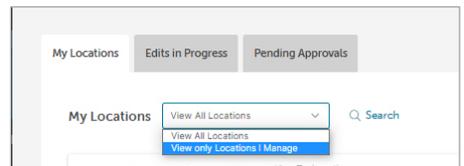
Edits in Progress: This tab displays if your company has enabled the Approval process (via the Data Hub Settings section). For a user assigned the "Edit" user permission, this tab display's locations in which edits are still being completed (the Editor has yet to click the **Submit for Approval** button).

Pending Approvals: This tab displays if your company has enabled the Approval process. This tab lists all the locations awaiting "Approvers" so they can either "Approve" or "Reject" changes made by "Editors." Only locations in which "Editors" have clicked the **Submit for Approval** button are displayed.

Change GLN Type Status

If an **Active** GLN Type within a published GLN is no longer operating, you can set the GLN Type to **Inactive**. When you set a GLN Type to **Inactive** status, the GLN is still shared with GS1 US Location View/Use subscr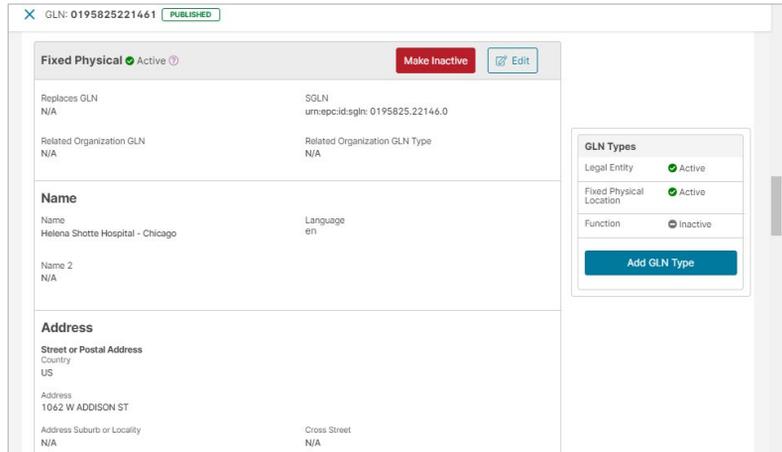ibers. However, users see that this GLN Type is now **Inactive**. Again, you can always change GLN share settings - so it is not being shared.

Once a GLN Type becomes **Inactive**, you can no longer edit information for this GLN Type. However, you can set the GLN Type to **Active** again to make any edits.

From the menu bar, select **Location** > **My Locations**.

1. Locate the desired GLN, then click the GLN to display the GLN window.

2. Locate the GLN Type you want to make **Inactive**. Then click the **Make Inactive** button. When the prompt displays, press the **Continue** button.

3. The **Update Status Summary** window displays, indicating that the GLN Type has been made **Inactive**.

    If the location has been successfully inactivated, **Inactive** displays next to the GLN Type name on the right-hand side of the page.

Note: for Fixed Physical Locations, the SGLN field displays to support companies using applications that leverage the Electronic Product Code (EPC), such as EPCIS and RFID. The SGLN is presented in the format for use in these applications to streamline and simplify processes. In Electronic Product Code (EPC), the term SGLN is used for a physical location GLN with or without a GLN extension component. A zero is used in EPC to indicate that the GLN is not being associated with a GLN extension component. In GS1 US Data Hub, all SGLNs have this zero as the GLN extension component is unavailable. Example: 0614141.12345.0

Q. Can I Make the Entire GLN Inactive?
A. A "published" GLN cannot be deleted. However, you can change the status of the GLN Type contained in the GLN to **Inactive**. If the entire GLN is no longer operating, you can make each GLN Type **Inactive**. GS1 US Data Hub Location View/Use subscribers will see that these GLN Types are **Inactive**.

> **Note:** If your company has enabled the "Approval Process," the request to make a GLN Type **Inactive** will go to the Approver. The Approval must then click "**Approve**" before the location is set to **Inactive**.

Roles for Providers in GS1 US Data Hub | Location

Below are the roles and tasks listed for Providers in GS1 US Data Hub | Location and the steps for Administrators to change roles for users.

Task	Admin	Edit	Import	Approve
Add Users	Y			
Assign Location Roles	Y			
Assign Users to a Location	Y			
Enable Approval Process	Y			
Define Supply Chain Roles	Y			
Manage Transfers	Y			
Manage Company Profile	Y			
Enable/Disable Messaging	Y			
Set Up Trading Partner List for Sharing	Y			
Import Locations	Y		Y	
Create a Location (Editor/Approval Process)		Y		
Change the Location Status		Y		
Edit a Location		Y		
Edit a Location's Hierarchy		Y		
Share a Location		Y		Y
Export Location Data		Y		Y
Approve a Location Submitted Changes				Y
Reject Location Changes				Y
Cancel Changes				Y
View Location's Approval History				Y

START

1 These are the roles and tasks for Providers in GS1 US Data Hub | Location. These roles can be changed by your company's GS1 US Data Hub Administrator.

CONTINUE

Roles for Providers in GS1 US Data Hub | Location *(Continued)*

Navigate to the Data Hub Settings. Click the **Location (GLN) User Settings** link on the left. Then click the desired user.

Check the box for the desired user permissions, then click **Save Settings**.

Edit: This user permission related to the Location Approval Process. The "editor" can create and update location information.

Import: Import location information to GS1 US Data Hub | Location.

Approval Import: Can check the box for "Import location data as approved." This is useful if your company has a separate Approver user permission and you want to auto-approve the locations during the import process.

Approve: This user permission is related to the Location Approval Process. The "approver" accepts, rejects or cancels requests from the Editors.

GPO: The GPO/Wholesaler user permission gains visibility into GPO-controlled GLNs.

Audit: This user permission enables a user "view only" privileges to see all locations managed by their own company. This user cannot edit a location.

Roles for Suppliers in GS1 US Data Hub | Location

Below are the roles and tasks listed for Suppliers in GS1 US Data Hub | Location and the steps for Administrators to change roles for users. Suppliers do not have "Approve" user permissions.

Task	Admin	Edit	Import
Add Users	Y		
Assign Location Roles	Y		
Assign Users to a Location	Y		
Enable Approval Process	Y		
Define Supply Chain Roles	Y		
Manage Transfers	Y		
Manage Company Profile	Y		
Enable/Disable Messaging	Y		
Set Up Trading Partner List for Sharing	Y		
Import Locations	Y		Y
Create a Location (Editor/Approval Process)		Y	
Change the Location Status		Y	
Edit a Location		Y	
Edit a Location's Hierarchy		Y	
Share a Location		Y	
Export Location Data		Y	

START

1 These are the roles and tasks for Suppliers in GS1 US Data Hub | Location. These roles can be changed by your company's GS1 US Data Hub Administrator.

2 For the Administrator: Click **Profile** icon and navigate to **Data Hub Settings.**

CONTINUE

Roles for Suppliers in GS1 US Data Hub | Location *(Continued)*

Administration Settings

Manage your administrative settings and preferences for GS1 US Data Hub

Profile Settings

Profile Information

Email Preferences

Company Data Settings

Company & Subscriptions

Default Share Settings

Product (GTIN) Unit of Use

Product Solution Partners

Location (GLN) Approvals

Location (GLN) User Permissions

✕ **Location User Settings**

Alexa Cash

acash@tastyharvest.com
Last login: May 25, 2018

Location User Permissions:

To administer additional user settings, please visit GS1 US User Portal.

- ☐ Edit
- ☐ Import
- ☐ Approval Import
- ☑ Approve
- ☐ Audit

Cancel   Save Settings

START

2 Click the **Location (GLN) User Permissions** link on the left. Then click the desired user.

3 Check the box for the desired user permissions, click **Save Settings**.

Edit: This user permission is related to the Location Approval Process. The "editor" can create and update location information.

Import: Import location information to GS1 US Data Hub | Location.

Approval Import: Can check the box for "Import location data as approved." This is useful if your company has a separate Approver user permission, and you want to auto-approve the locations during the import process.

Approve: This user permission is related to the Location Approval Process. The "approver" accepts, rejects or cancels requests from the Editors.

GPO: The GPO/Wholesaler user permission gains visibility into GPO-controlled GLNs.

Audit: This user permission enables a user "view only" privileges to see all locations managed by their own company. This user cannot edit a location.

STOP

Frequently Asked Questions

Review our commonly asked questions to learn more on how to use the GS1 US Data Hub for your location needs.

Q Can I set up a GLN approval process for new GLNs?

A Yes, GS1 US Data Hub provides an "Approval Process" workflow whenever locations and parties are created or updated. Read the Location Approval Process article for details.

Q Can I transfer a GLN to another GPO/Wholesaler?

A Yes, GS1 US Data Hub supports the transfer of a GLN from one GPO or Wholesaler to another GPO or Wholesaler. View the Transfer GLN article to learn more.

Q How do I share my locations?

A By default, when you publish a GLN, it is shared with all GS1 US Data Hub Location View/Use subscribers - and with users globally and freely via the Verified by GS1 service. View the Share Your Locations article for details.

Q Can I make bulk changes to GLNs?

A Yes, the "Export results for import" option enables you to export this data so you can make changes and import the data back into GS1 US Data Hub. Read the Update Multiple Locations at Once article for details.

If you accidentally import GLNs and they are duplicates, you can make these "Inactive." Read the Delete Duplicate GLNs article for details.

Q Can I upload my locations in bulk?

A Yes, view the How to Import Locations article for details.

Q Can I view third parties GLN data?

A Yes, review the Location View/Use Instructions article for details.

Q Can I export my location data?

A Yes, GS1 US Data Hub allows Location Create/Manage subscribers to export all or filtered GLN data to a spreadsheet. Review the Export Locations article for details.

Q How do I know which fields to complete on the import template?

A View the Location Import Template Definitions article to define the requirements for the import template.

Q What steps can I take to improve GLN data quality?

A Review the Improve Location Data Quality article for details.