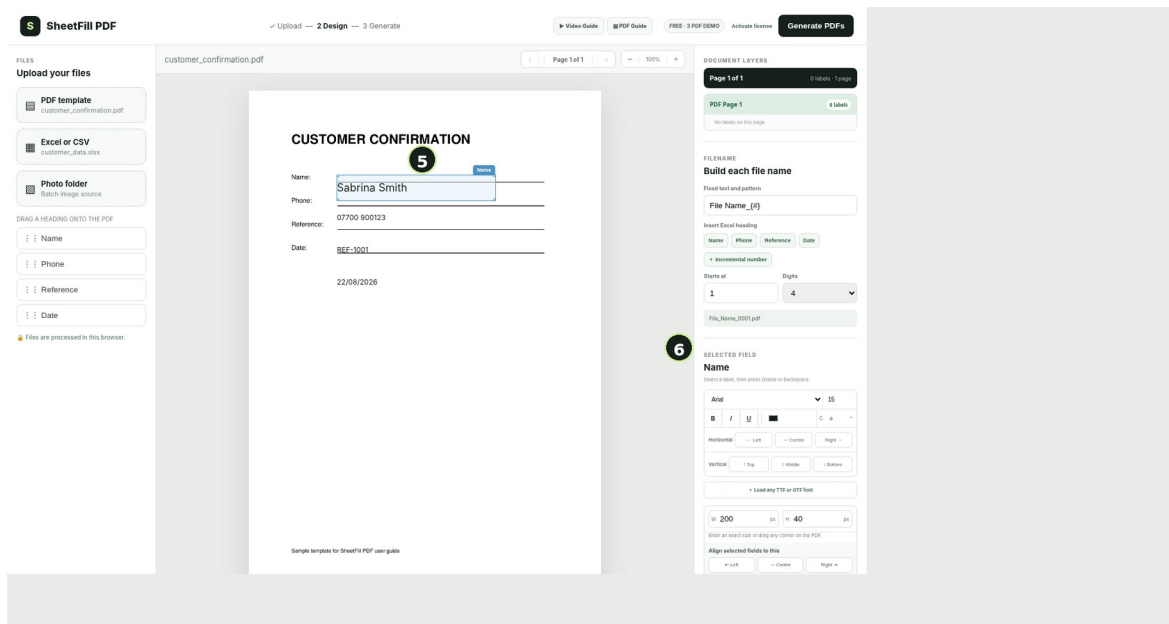


SheetFill PDF

Turn spreadsheet rows into finished PDFs - in bulk.

Quick User Guide

sheetfillpdf.com | support@sheetfillpdf.com



Create your first batch in a few minutes.

Quick start

You only need a PDF template and an Excel/CSV spreadsheet.

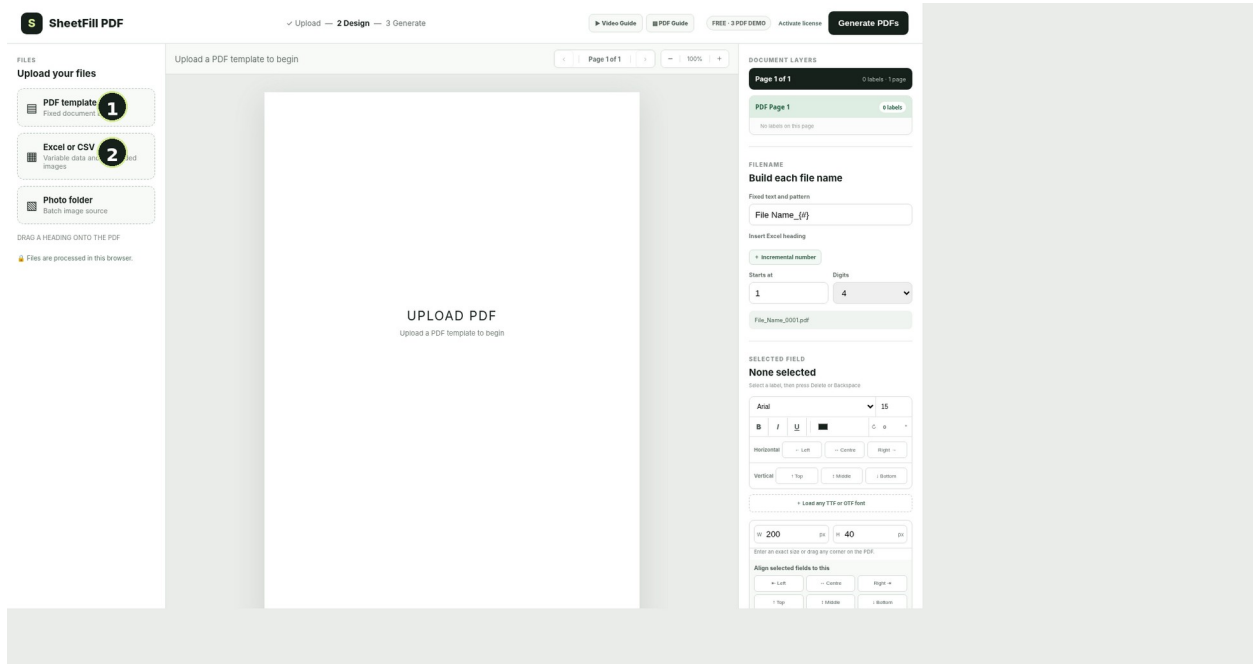
- ✓ Upload your PDF template.
- ✓ Upload your Excel or CSV data.
- ✓ Place spreadsheet headings on the PDF.
- ✓ Move, resize and format the fields.
- ✓ Click Generate PDFs.
- ✓ Download the finished files as a ZIP.

TIP Your PDF, spreadsheet and photos are processed in your browser for document generation.

STEP 1

Upload your files

Click PDF template and choose the PDF you want to fill. Then click Excel or CSV and select your spreadsheet.

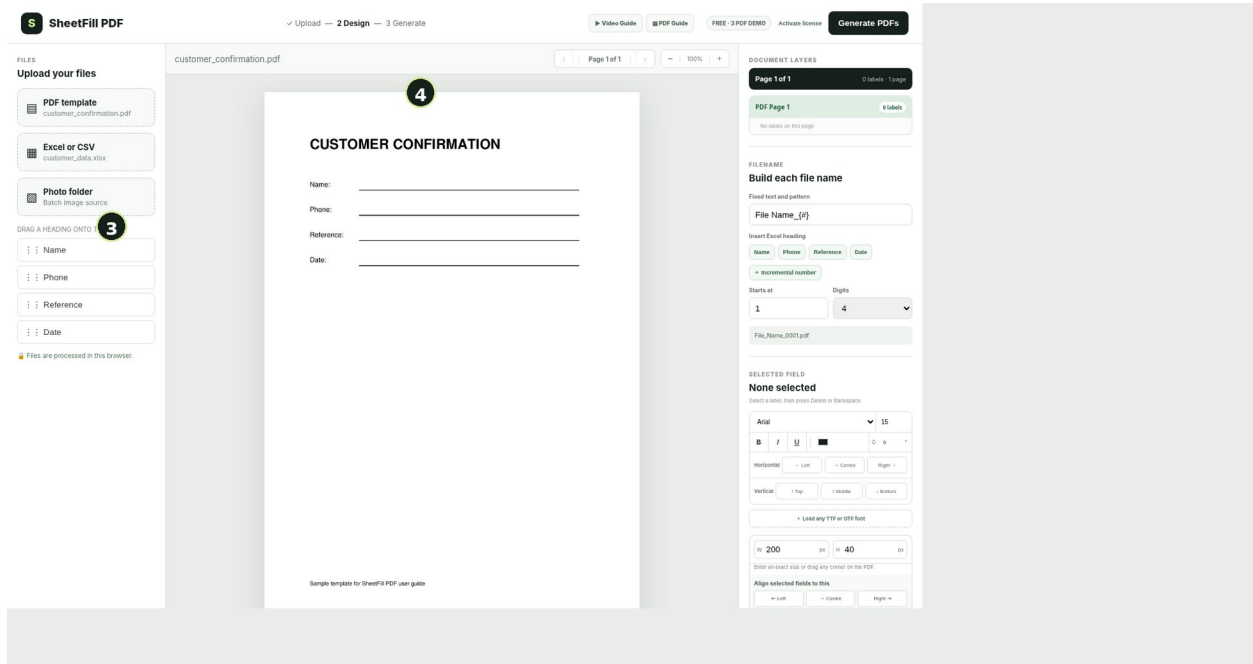


TIP Each spreadsheet row becomes one finished PDF.

STEP 2

Check your spreadsheet headings

After the spreadsheet loads, its column headings appear on the left. These are the fields you can place on the PDF.



TIP Use simple headings such as Name, Phone, Reference, Date or Address.

STEP 3

Place fields on the PDF

Drag a heading onto the PDF, or click a heading to add it. Move the field to the correct location. The selected field shows its column name in blue.

The screenshot displays the SheetFill PDF web application interface. On the left, a sidebar titled 'FILES' shows an 'Upload your files' section with options for 'PDF template' (customer_confirmation.pdf), 'Excel or CSV' (customer_data.xlsx), and 'Photo folder' (Batch image source). Below this is a 'DRAG A HEADING ONTO THE PDF' section with input fields for Name, Phone, Reference, and Date. The main area shows a PDF template titled 'customer_confirmation.pdf' with a heading 'CUSTOMER CONFIRMATION' and form fields for Name (Sabrina Smith), Phone (07700 900123), Reference (REF-1001), and Date (22/08/2026). A blue 'Name' label is visible next to the Name field. On the right, a 'DOCUMENT LAYERS' panel shows 'Page 1 of 1' with '0 labels' and '1 target'. Below this is a 'FILENAME' section with a 'Build each file name' section containing a 'File Name_{i}' field and a table with columns 'Name', 'Phone', 'Reference', and 'Date'. The 'Name' column is selected, and its properties are shown in the 'SELECTED FIELD' section, including font size (18), font style (Bold), and alignment (Left). A 'TIP' icon is visible next to the 'Name' field in the 'SELECTED FIELD' section.

TIP Use Preview row at the bottom to check different spreadsheet records before generating the batch.

STEP 4

Format and align fields

Select a field to change font, size, style, colour, alignment, rotation, width and height. Drag the corner handles to resize it.

DOCUMENT LAYERS

Page 1 of 1

0 labels · 1 page

PDF Page 1

0 labels

No labels on this page

FILENAME

Build each file name

Fixed text and pattern

File Name_{#}

Insert Excel heading

Name

Phone

Reference

Date

+ Incremental number

Starts at

1

Digits

4

File_Name_0001.pdf

7

SELECTED FIELD

Name

Select a label, then press Delete or Backspace

Arial



15

B*I*U

8

C

o

°

Horizontal

← Left

↔ Centre

Right →

Vertical

↑ Top

↑ Middle

↓ Bottom

+ Load any TTF or OTF font

W 200

px

H 40

px

Enter an exact size or drag any corner on the PDF.

Align selected fields to this

← Left

↔ Centre

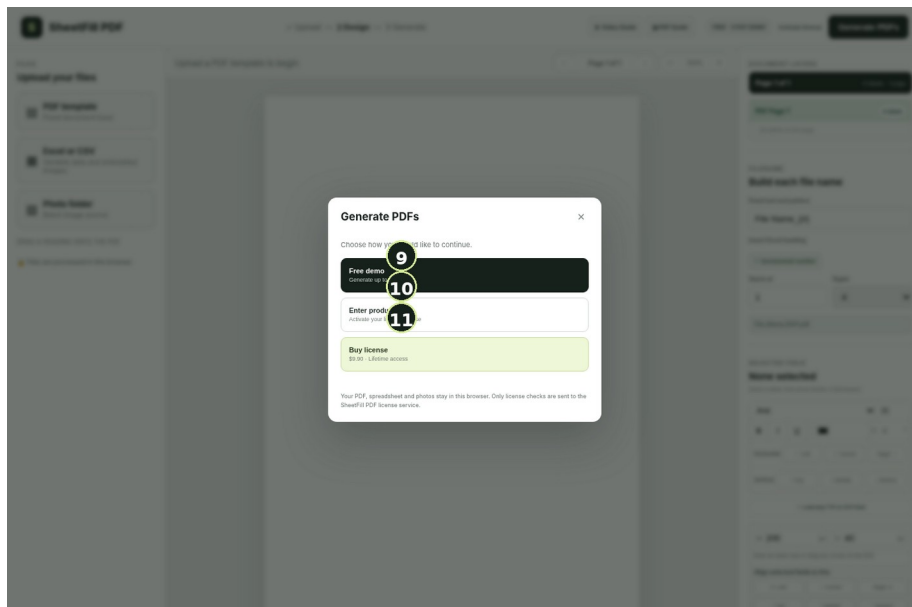
Right →

TIP Desktop: Delete or Backspace removes a field. Mobile: long-press a field to delete it.

STEP 5

Generate your PDFs

Click Generate PDFs. Choose Free demo, Enter product key, or Buy license.

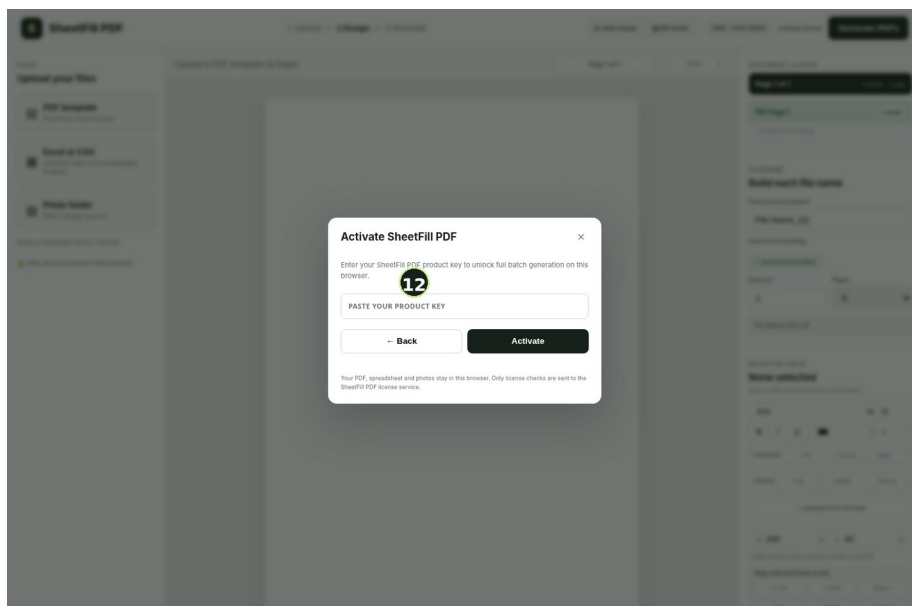


TIP Free demo creates up to 3 PDFs. A lifetime licence unlocks the full spreadsheet batch.

STEP 6

Activate a product key

If you already bought SheetFill PDF, choose Enter product key, paste the key from your purchase email and click Activate.



TIP If activation fails after changing or reinstalling a browser, email support@sheetfillpdf.com.

Finished

Once your licence is active, Generate PDFs creates one PDF for every spreadsheet row and downloads the files as a ZIP.

Can I try it first? Yes. The free demo creates up to 3 PDFs.

Do my documents upload to SheetFill PDF? No. Document generation is performed in your browser.

Can I use CSV? Yes. Excel and CSV are supported.

Can I use images? Yes. SheetFill PDF supports spreadsheet-linked images and photo folders.

Need help? Email support@sheetfillpdf.com.

sheetfillpdf.com