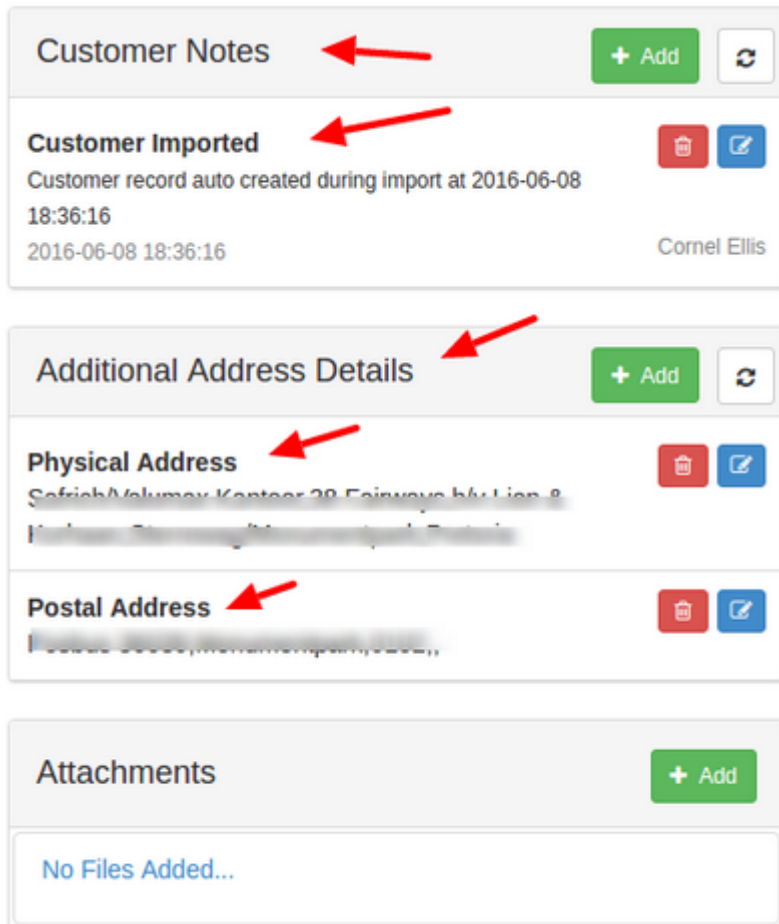


HeroTill has always made it easy to add custom information to a customer record. Just go to Customers / Edit Customer and in the bottom right hand corner you will see boxes to add Customer Notes (with custom headings) and Additional Address Details (also with custom headings). See the screenshot below.



The screenshot displays three main sections in a light gray container:

- Customer Notes:** Features a header with a red arrow pointing to it, a green '+ Add' button, and a refresh icon. Below is a note titled 'Customer Imported' with a red arrow pointing to it. The note text reads: 'Customer record auto created during import at 2016-06-08 18:36:16' and '2016-06-08 18:36:16' by 'Cornel Ellis'. It includes a red trash icon and a blue edit icon.
- Additional Address Details:** Features a header with a red arrow pointing to it, a green '+ Add' button, and a refresh icon. Below are two entries: 'Physical Address' with a red arrow pointing to it, and 'Postal Address' with a red arrow pointing to it. Both entries include a red trash icon and a blue edit icon.
- Attachments:** Features a header and a green '+ Add' button. Below the header, it says 'No Files Added...'.

However, our latest feature is even more powerful - the ability to add multiple contacts per customer account. See here:

Edit Customer #7 - *Alexander Forbes*

[Account Detail](#) [Address Detail](#) **Additional Contacts** [Portal Login](#) [SageOne](#) [Account Expiry](#)

Show Rows Add Refresh Search:

Contact Name	Email	Mobile No	
Johnny		0825555555	✎ ✖
Mrs Smith	smitty@gmail.com	0825205555	✎ ✖
Mr Smith	mr.smith@gmail.com		✎ ✖

Showing 1 to 3 of 3 entries Previous 1 Next

Close Password Reset Delete Disable Save Changes

This feature will also assist with the capturing of tickets as the tickets will be automatically allocated to the correct account by matching the contact name with the Customer's account.