

PRIVATE CUSTOMER / COMPANY DATA

You will learn:

1. Where can you add the private customer
2. How to assign a company to this customer

1. Who is the private customer?

Private customer (also known as an individual one) is a single person. He may be a part of a company but is not considered a company itself.

Pay attention:

How to assign a company to the private customer?

1. Edit a customer (it can be done from the Customer base or from the reservation screen)
2. Below the customer`s name you will notice a grayed out company field. Next to it there will be a yellow plus. Click it.
3. Now you will be able to assign a company to this customer

When company is assigned to the customer, you will be able to bill either the company or the private customer.