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2.01.20 Address

The Address menu administers additional addresses from Contact. The additional addresses are classified with help of type of address.

Tip: For more on this subject see chapter [4.1.04 Contact System](#)[4.1.04 Das Kontaktsystem](#).

The screenshot shows a software window titled 'Adresse 5 Fakturaanschrift'. It features a menu bar with 'Dokument', 'Bearbeiten', 'Ansicht', and 'Rückverweise'. The form contains the following fields:

- Adresse:** A text field containing the number '5'.
- Kontakt:** A text field containing 'CONSULT AG'.
- Straße:** A text field containing 'Hauptstraße 23' with vertical scroll arrows on the right.
- Anschrift:** Two text fields, 'Plz' containing '80700' and 'Ort' containing 'München'.
- Land:** A dropdown menu showing 'Deutschland'.
- Hauspostcode:** An empty text field.
- Adressart:** A dropdown menu showing 'Fakturaanschrift'.

The menu consists of the following elements:

- **Address:** This element designates distinctly the address in System.
- **Contact:** This field assigns the associated contact to the address.
- **Street:** The street is entered in this field.
- **Address Postal Code/City:** The postal code and the city for the address is entered in this field.
- **Country:** This field specifies the country.
- **House Post Code:** This field specifies the house post code of the address; e.g. for industrial parks and technology centers.
- **Type of Address:** This element is used to classify the address and consists of the characteristics visitor's address, commercial invoice address, delivery address and postal address.

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Last update: **2019/10/25 14:09**

