

Company > Required Contact Fields

About Required Contact Fields

Required contact fields are rules that require selected fields to be submitted when adding a new contact. This feature was added in version 4.2.

Managing Required Contact Fields

Custom client fields can be managed under [Setting] > [Company] > [Required Contact Fields].

 **Required Fields**
The 'First Name', 'Last Name', and 'Email' fields are always required.

Required Contact Fields

Check the fields that should be required when creating or updating a client or contact.

☒ First Name

☒ Last Name

☐ Company/Org.

☐ Title

☐ Address 1

☐ Address 2

☐ City

☐ Country

☐ State/Province

☐ Zip/Postal Code

☒ Email

Update Settings