# **Creating a customer**

If you work together with a customer on a particular project, you can capture the customer in the section 'Customers' and assign him to the project.

Please click on 

, to capture a new customer.

### Customer details

Please fill in all the information that you have on the customer. The description in the fields, latitude and longitude, can be used to determine the kilometres for travel times.

## Alternative customer sites

If there are several locations for one customer, e.g. several construction sites, these can be added here.

The customer is created after saving and is now available for selection in the section 'Capturing a project'.

#### Mandatory field

The following field is mandatory when creating a customer:

Short name