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| Property Listing Module  User Guide | Abstract  The Property Listing Module adds a new entity to your D365 installation allowing you to track property-specific information.  Surya Singh  Dynamics 365 Add-on by CanCClear |

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# Property Listing Module

# 1.1) Introduction

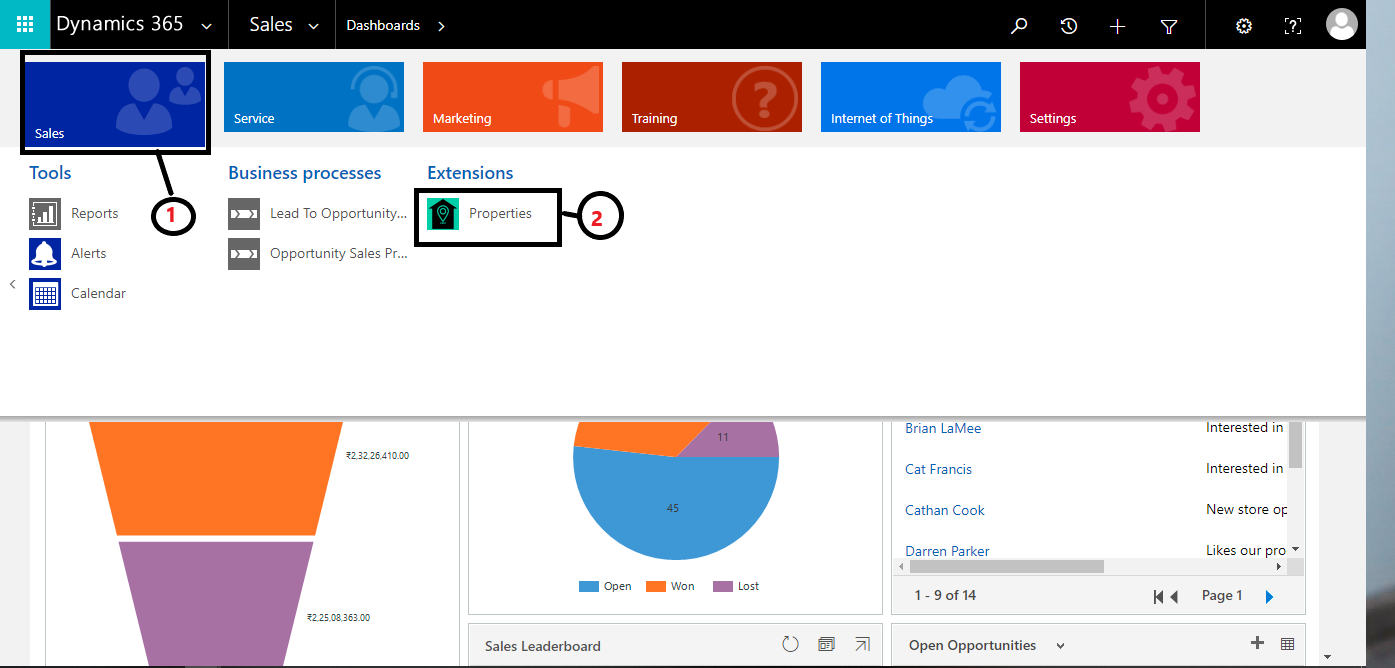
The Property Listing Module adds a new entity to your D365 installation allowing you to track property-specific information.   
  
Linking Accounts and Contacts, the Property Listing Module allows a Property Manager to add their properties under management and keep track of property-specific information such as contracts, on-site contacts, and more.   
  
If the property needs to be transferred to a new manager, all the historical information goes with it.

We are providing a solution by which user can add the customer property information and can also add the property manager and on-site contact.

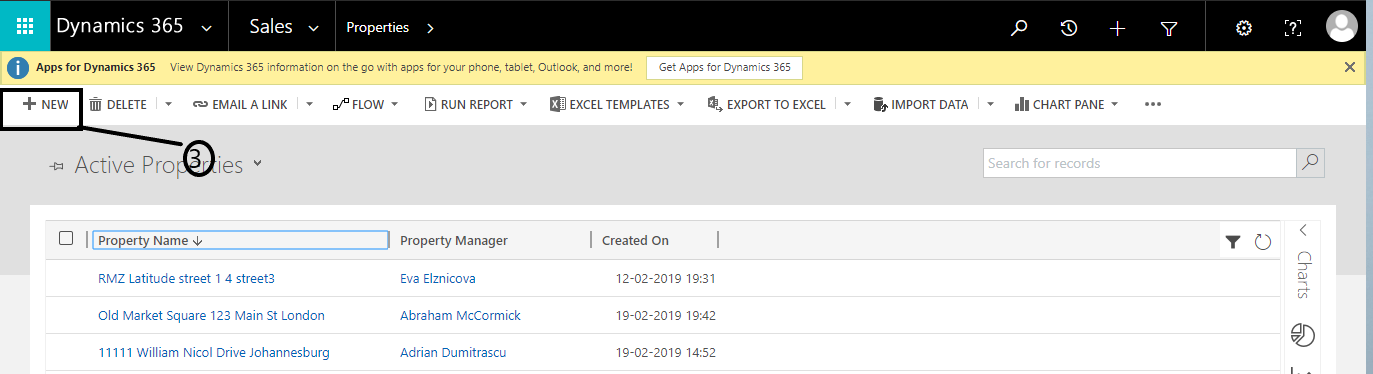
# 2.Creation of the Property

# 2.1) Step to follows:

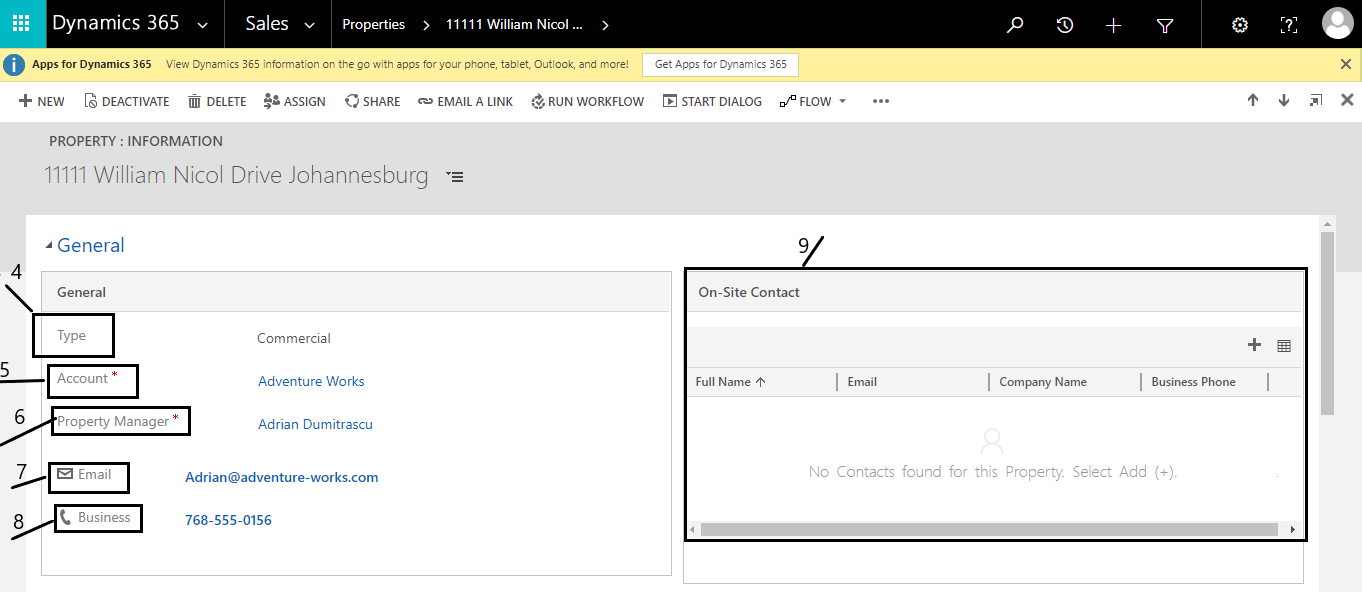
1. Click on Settings sitemap and go to the extension click on the property option.

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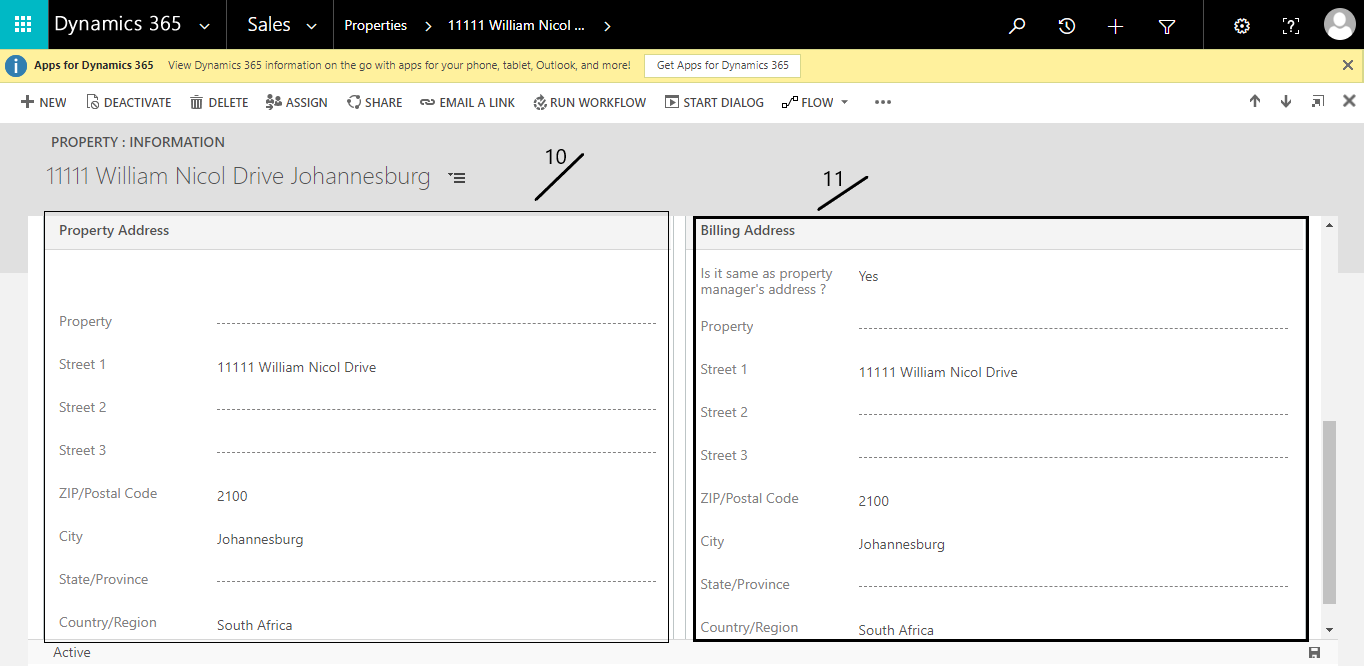
1. Click on the ‘+’button to create new property record.

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1. Select the type of property, Property manager and add who will be the on-site contacts at property location.

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1. Enter property Billing and shipping address. Save the Record.

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1. User can associate N numbers of the property With Property Manager and specify the on-site contacts of the property.
2. Give Property name, street, Zip, city, state and Country information in property address bar.
3. User can add Billing address or can inherit the Property manager address (by setting field value “Is same as Property Manager Address” as yes).