

## CUSTOMER HOME > ACTIONS > ADD NEW CUSTOMER > Products

Customer								
☆ Home > Customer								
A LIST OF CUSTOMERS								
10 V records Print PDF CSV Excel Column visibility					Sea Report			
Customer			Contact Details					
Name Category	Products/Services	Address ↓î	Name ↓î	Address 🕼	Contact Info 🎝	Compliance Iî	Status ↓î	Action ↓î

## 4. New Customer Form > Products Tab > Click Add New Products

New Customer Form						
Details	Contacts	Requirements	Products	Audit & Review		
Product Na				Product ID	Description	Action
						Close Save

## **New Product Form** – Fill-out the following:

New Product				×
Select Product				
AVA Cafe CBD25 Vanill	la Coffee			~
(Product not listed? Click	: here to add more)			
Comments / Notes				
				li
Specification		Documentation Dates		
Choose File No file ch	hosen			×
File Name	File Document	Documentation Dates		
	Choose File No fiosen		×	×
+ Add new file				
			Close Add P	Product



Select Product	Choose the product name in the dropdown list.			
	Note: If a product is not listed yet, click "add more."			
	This will redirect to the Products Module, which you can utilize to add a new product.			
Comments/Notes	Input comments or remarks, if any.			
Specification	Manual upload – Choose a file from your PC or storage.			
Documentation	Input document date. Choose from the following options:			
Dates	Today   One Month   One Year   Custom Range			
+ Add new file	Utilize to add more compliance documents related to the product.			
File Name	Input document name.			
File Document	Manual upload – Choose a file from your PC or storage.			
Add Product	Click to add product and save input progress.			