




Locations Table

The Locations table is used to store information on locations for Companies.

Location

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ID: 13

Company Name: [Agiloft](#) Primary Role: Vendor [Q](#)

*Location Name: [Redwood City](#) *Location Type: [Headquarters, Physical](#) [Q](#)

Street Address

Street Address 1: Street Address 2:

City: Country:

US State:

Zip or Postal Code:

Telephone: Ext.: Fax:

[Map It](#) [Find Local Hotels](#) [Find Local Hotels](#)

Do not edit this field. It is automatically updated from the Street Address 1 and 2 fields. It is for use in print templates in other tables where you need sentence formatting of the address.
Address 1 and 2 Comma Formatted:

Do not edit this field. It is automatically updated from the Street Address 1 and 2 fields. It is for use in print templates in other tables, such as Contracts, where you want block formatting of the address.
Address 1 and 2 in Block Format:

[Save](#) [Cancel](#) [«](#) [»](#)

Use Case for Locations

Location records may be created by members of the Admin, Business Admin, Contract Creator, Contract Manager, and Sales groups.

Each location can be linked to a parent company from the Companies table. Each Location holds a single address and can have multiple Location Types.

Location records are created by conversion at certain points:

- When a new company is created from within a contract, a location is created in the background.
- When a lead is converted to an opportunity record, a location is created.

People may be associated with locations.

Ownership of Locations

Location records are owned by the user who creates them. Specifically, a record is owned by the user whose Login matches the Creator Login field.