

# Document Types

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Add Document Types to describe your “Attachments”. This is a listing of any types of documents you can add to your customer's page or use as an attachment.

## Adding a Document Type

Click “Add Document Type” in the upper left corner of the page.

### Document Types

Code		Name	
Other		Other	<input type="checkbox"/> Show Inactive Document Types
contract	contract	<input type="text"/>	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

### Code

Type a code to identify this document type. This can be an abbreviation of the document type name.

### Document Types

Code		Name	
ML	Manual	<input type="text"/>	<input type="button" value="Update"/> <input type="button" value="Cancel"/>

### Name

Input a name to describe the document type.

### Update

Click update on the right side of the screen to save.