

How to Set Default Contract Name

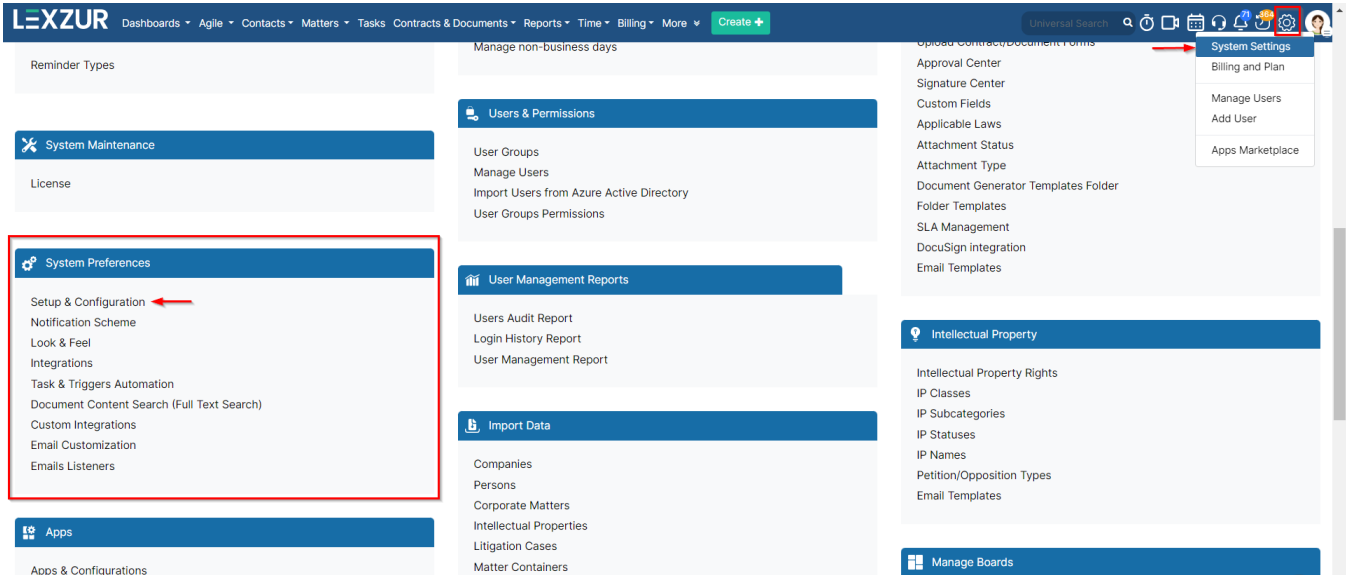
Objectives:

- Assign Contract name when no name is defined

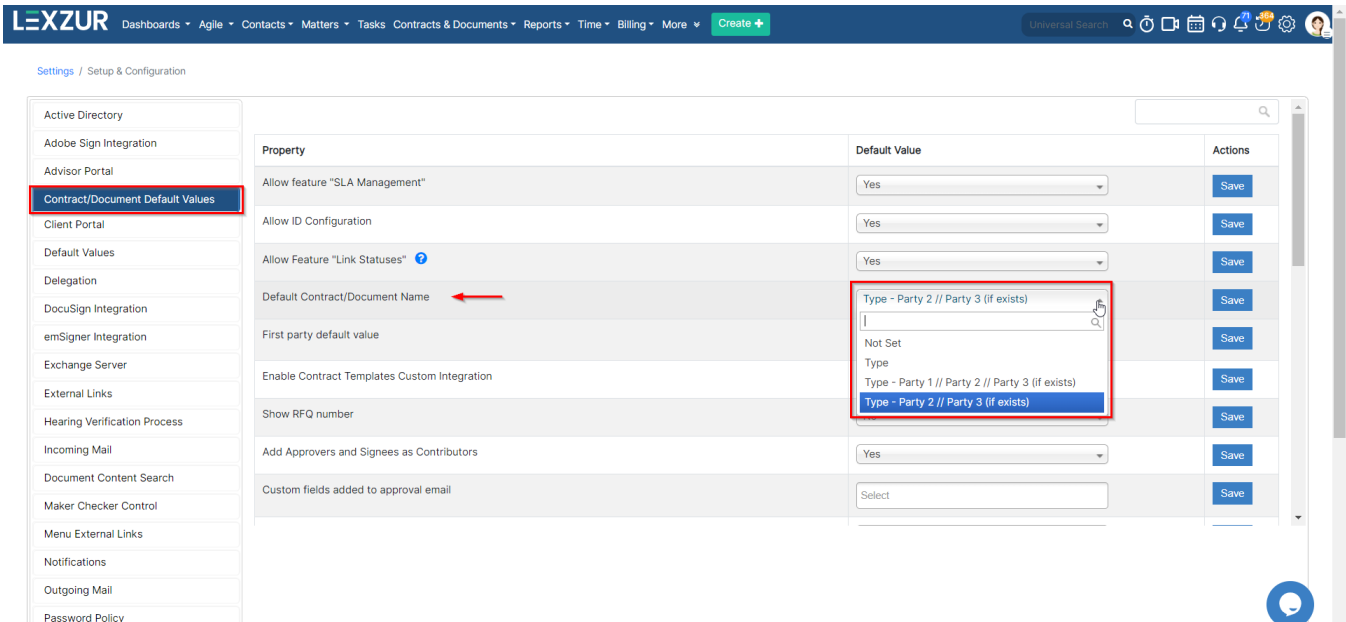
Steps:

Users have the option to establish a default contract name. If the contract name field is left blank, it will be automatically filled based on predefined options.

To enable this feature, go to **System Settings -> System Preferences -> Setup & Configuration**,



Then navigate to **Contracts/Documents Default Values**



Here, you can enable the default contract name and set it based on different options, including:

1. **Contract Type**
2. **Type - Party 1 // Party 2 // Party 3 (if exists)**
3. **Type - Party 2 // Party 3 (if exists).**

Depending on the chosen option, the contract will be automatically named based on these values. For example, "Non-Disclosure Agreement-Company1 //Company2"

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	ID	Name	Value	Type	Currency
<input type="checkbox"/>	NDA-520	Non-disclosure Agreement - BLP industry // Coolpany Insurance company	500.00	Non-disclosure Agreement	

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Thank you!