

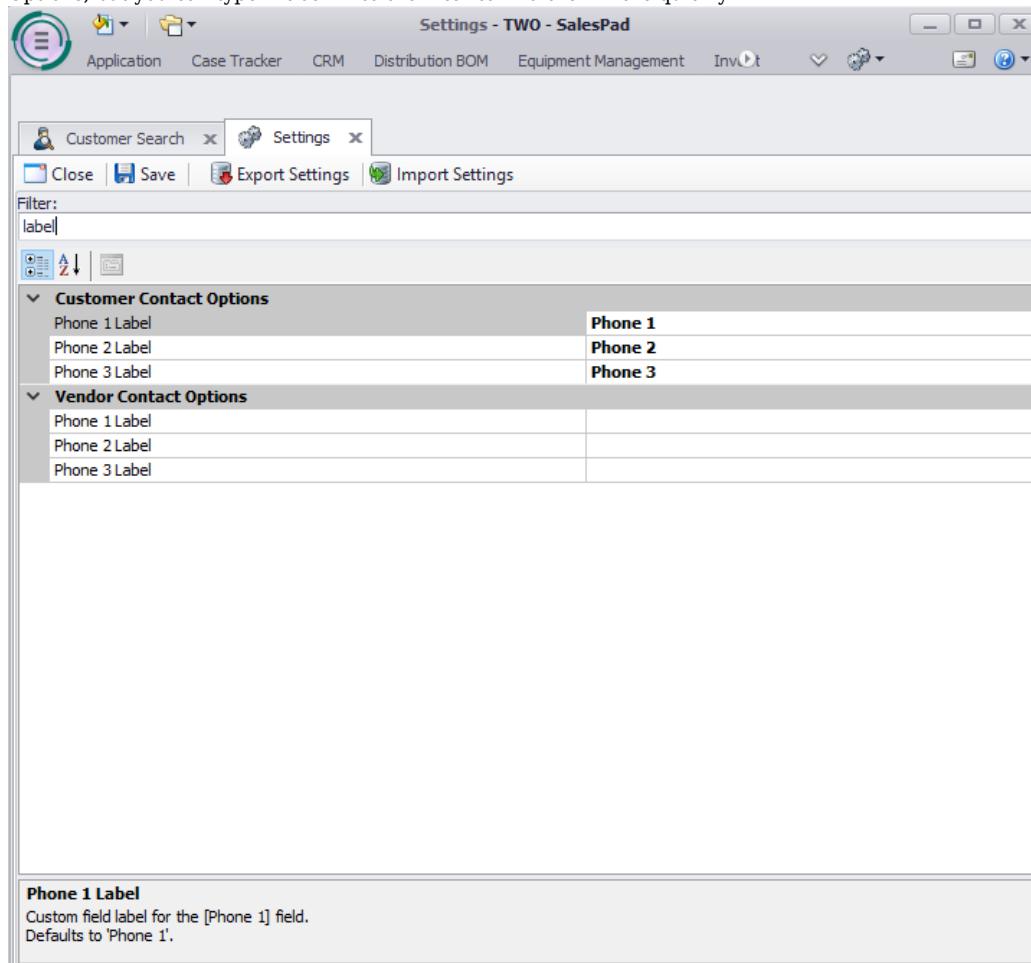


Customizing Phone Labels

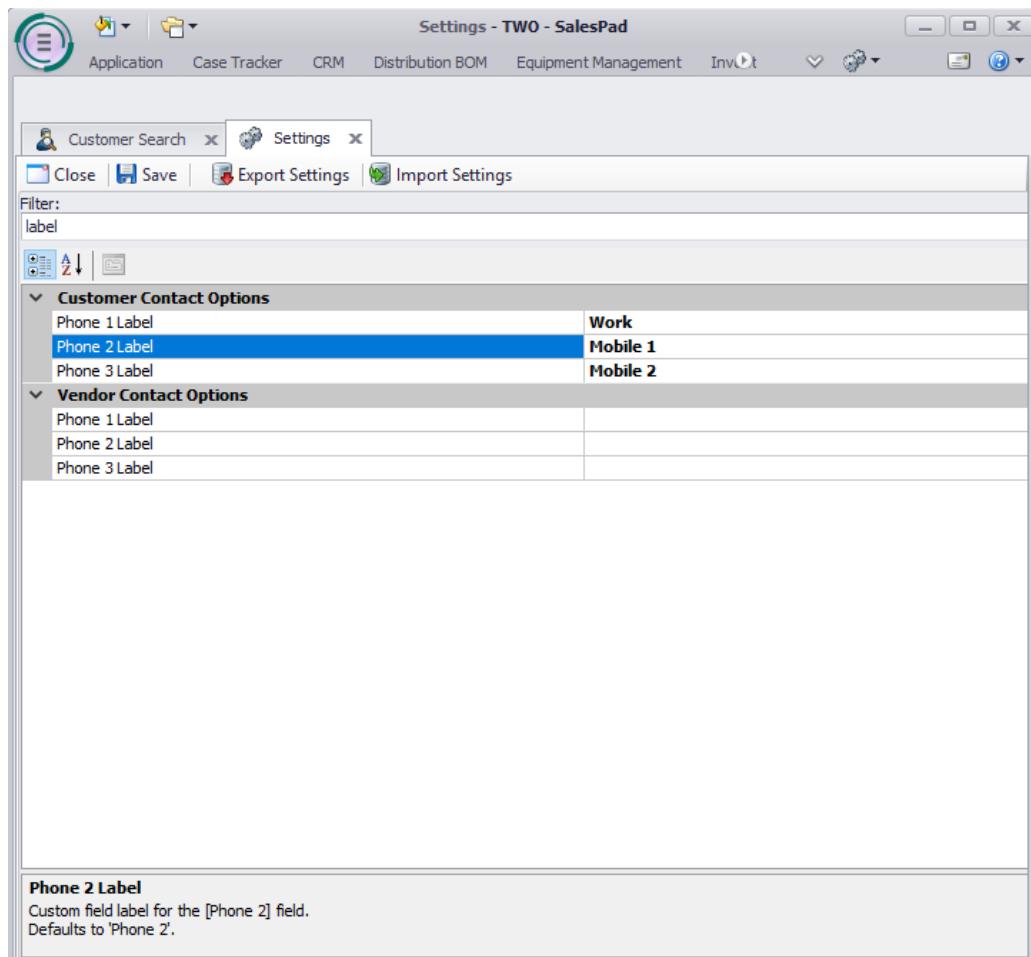
Cavallo Support - 2025-12-12 - [Setup](#)

In SalesPad Desktop, you may change the label (field name appearance) of the Phone 1, Phone 2, and Phone 3 fields of the Customer Addr Card and Vendor Contact Card. This can be useful for if you prefer to save phone numbers per type such as Mobile, Home, and Cell. This article will show the steps for customizing the phone labels and then the effect it has in SalesPad.

1. Open the Settings Module (**Modules > Settings**). The applicable settings are under Customer Contact Options, but you can type "Label" into the filter to find them more quickly



2. In each of the three Phone Label fields, type the desired Label for each phone number



3. Click **Save**

Before:

Customer Search < Settings < Customer: [AARONFIT0001] Aaron Fitz Electrical < Contact: PRIMARY/Bob Fitz

Customer

Customer ID: [AARONFIT0001](#) Customer Name: Aaron Fitz Electrical

Address

Code: PRIMARY

Alt Comp. Name: Aaron Fitz Electrical

Contact Name: Bob Fitz

Address: 1471 Burke Ave

Zip: 49505

City: Grand Rapids State: MI

Country Code: US Country: United States

Contact Information

Contact Type:

Phone 1: (425) 555-0101

Phone 2:

Phone 3:

Fax: (312) 555-0101

Email: carlos.cachex +AARONFIT0001@sa

Email To:

Email CC:

Email BCC:

Web Site:

Login:

Password:

Other Address Info

Warehouse:

Sales Rep: West, Paul

Sales Territory:

Ship Method: LOCAL DELIVERY

Tax Code: USASTCITY-6*

Ups Zone:

File Location 1:

File Location 2:

Do Not Mail

Do Not Email

Do Not Fax

Do Not Text

Comments

Contact Audit Contact User Fields Contact Resources

Audit On	User Name	Description
2/1/2018 4:51:30 PM	sa	City changed from Redmond to Grand...

After:

Customer Search  Settings  Customer: [AARONFIT0001] Aaron Fitz Electrical  Contact: PRIMARY/Bob Fitz 

Customer

Customer ID: [AARONFIT0001](#) Customer Name: Aaron Fitz Electrical

Address

Code: PRIMARY
Alt Comp. Name: Aaron Fitz Electrical
Contact Name: Bob Fitz
Address: 1471 Burke Ave
Zip: 49505
City: Grand Rapids State: MI
Country Code: US Country: United States

Contact Information

Contact Type: Work: (425) 555-0101
Mobile 1:
Mobile 2:
Fax: (312) 555-0101
Email: carlos.cacheux+AARONFIT0001@sa
Email To:
Email CC:
Email BCC:
Web Site:
Login:
Password:
Work: (425) 555-0101

Other Address Info

Warehouse:
Sales Rep: West, Paul
Sales Territory:
Ship Method: LOCAL DELIVERY
Tax Code: USASTCITY-6*
Ups Zone:
File Location 1:
File Location 2:
 Do Not Mail
 Do Not Email
 Do Not Fax
 Do Not Text

Comments

 Add Comment

Contact Audit

Audit On	User Name	Description
2/1/2018 4:51:30 PM	sa	City changed from Redmond to Grand...

Contact User Fields

Contact Resources