## **Public insurances**

This process is available from the menu Accounting  $\rightarrow$  Public Insurances

## Add new Public Insurance

To add new Public Insurance, click "Tools" (below "Criteria") and then "Add new record".

Then fill in the form and click "Insert".

## **Edit Public Insurance**

To edit a Public Insurance, click on the "Legal name" link, then fill in the form and click "Save".

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Last update: 2021/08/14 17:19

