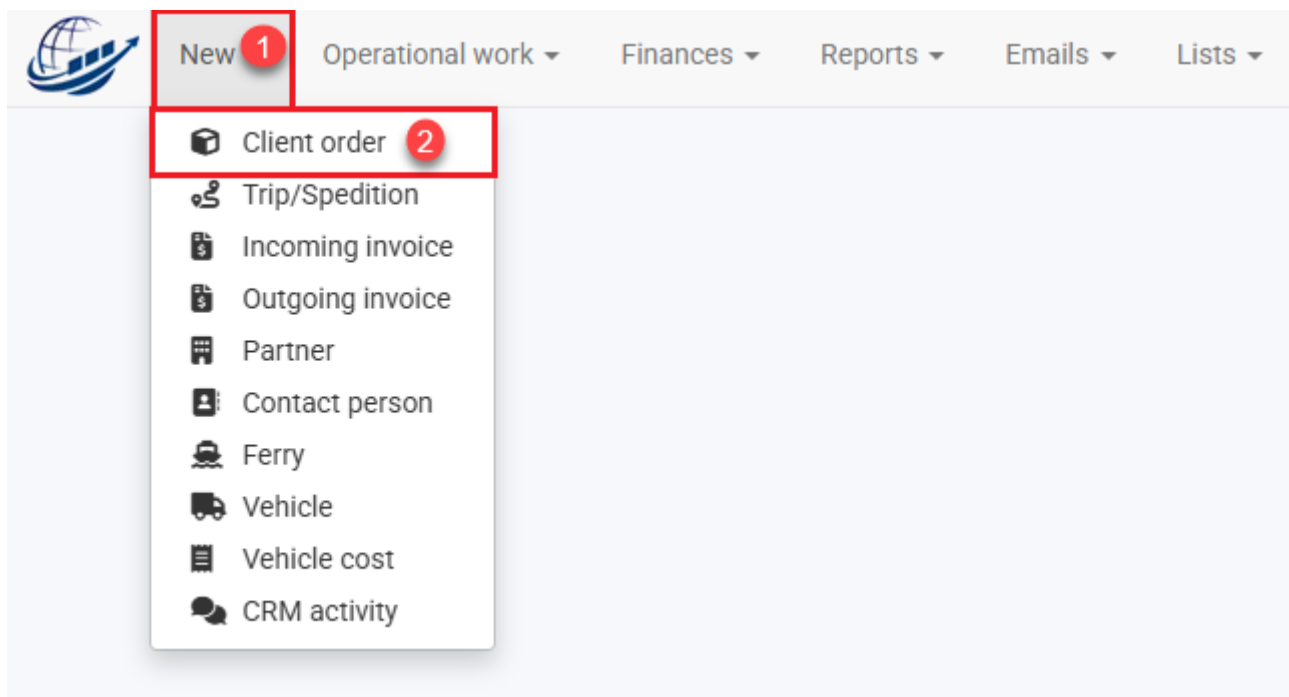


How to create a new client order?

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- [How to add a new client?](#)
- [How to Add a Partner from the EU VAT register?](#)

How to create a new Client order?

Navigation path: **New** → **Client Order**



How to add a New client?

1. Click on the three dots to open additional options.
2. Click **New** to open the **new partner** form.

Order details
Additional fields
Sent e-mails
Attachme

Order date
25.06.2026

Client
Client

Ready from
☐ Fix
DD.MM.YYYY

Shipper
Shipper

New
Edit

How to Add a Partner from the EU VAT Register?

1. Paste the **VAT number**.
2. Click the button **image-1720764926448.png** to automatically fill in the fields.

New partner

Basic dataInvoicesSalesNotification settingsAttachment(s)StatisticsRoute priceOther

Name

Code

Reg No.

Client status

Carrier status

Send invoices

Reminder email

Notes

Name

Code

Registration Nr.

Neutral

By e-mail (with POD)

Reminder email

Notes

Language

VAT code

EORI number

Status info

Client category

Invoice email

Language

VAT code

EORI number

Status info

Client category

Invoice email

Name	Email	GSM	Phone	Position	Notes

Address	Approved	Contact	Working hours	Notes

Delete

Save

Cancel

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