8.12. Notaries table

In order to open the Notaries database, in the main menu click "Notaries".



User can filter data in Invoices database by using 3 methods:

1. Type letters or numbers in "Search" field and click "Enter"

Nota	aries				
Main > No	taries				
De	lete Add not	ary			 Frankfurt
	Name	Surname	Address	Contact information	Office hours
	Anna	Wooden	Am Hauptbahnhof, 60329 <mark>Frankfurt</mark> am Main, Germany	+49 69 239999	9.00-16.00

System searches data according to all parameters (columns) in the Notaries database.

! Please note that the data filter can be removed by deleting text in "Search" field and clicking "Enter".

2. Filter data by sorting data from A to Z and vice versa by clicking on the column name.

Notaries Main > Notaries							
Del	Delete Add notary					Search	
	Name 🔺	Surname	Address	Contact information			Office hours
	Anna	Wooden	Am Hauptbahnhof, 60329 Frankfurt am Main, Germany	+49 69 239999			9.00-16.00
	Jan	Suveida	Čopova ulica 14, 1000 Ljubljana, Slovenia	+386 1 251 12 60			10.00-17.00
	John	Welsh	6-7, Kings Parade, Dale End, High St, Birmingham B4 7SY, UK	+44 121 236 0285			9.00 - 15.00

Review the columns that you want to see in the Invoices table. To add or remove a particular column from the table, simply click and select columns that you want (or do not want) to view in the Notaries database. This feature is especially relevant,

if there are big databases with many columns and/or relatively small monitor/tablet/smartphone screen.

! Please note that the system will save these settings for upcoming user sessions.

Notaries								
Main	> Nota	ries						
De		elete Add notary				Ⅲ ▼ Search		
	Name		Surname Address		Contact information	✓ Name✓ Surname		
		Екатерина Валерьевна	Белинская- Орлова	Харьков, Сумская, 41 (стекляшка)	Белинська К.В. 80506064647 809730 20 грн	✓ Address ✓ Contact information		
	Римма Павловна		Зинченко Харьков , Пушкинская, 32		0577171005, 0506341212. Заверени	1 🗹 Office hours		

Notaries table consists of the following columns:

Field	Description
Name	Notary's name
Surname	Notary's surname
Address	Notary's residence address
Contact information	Contact information in text form
Office hours	Working hours information