# Create a Customer

When an order comes in through a Marketplace integration a customer will be created for automatically.

For manual orders, B2B, etc. once a customer has been added to an order once, it doesn't get saved to make things easier, so this will need doing manually.

- Go to Contacts->Create Contact
- Select Customer, and fill in the name, email, and number
- Once redirected to the new page add in the remaining shipping and invoice details on the right
  You can also add the VAT numbers, etc. here too.
  These details will automatically save once you click into another input/box

With the contact created, they can now be selected for orders, or alternatively an order can be created via the Contact page at the top-right.

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