

Miscellaneous Names & Addresses

Miscellaneous Names and Addresses stores information on people and businesses that do not fit into the categories of Members or Prospects. Examples include: persons receiving benevolences, former members, personal contacts of staff members, businesses donating services, attendees at seminars, and people on sermon CD mailing lists.

Features and Benefits

- Track contact information and demographic data
- Tag records with profile codes to indicate special categories or specific mailing lists
- Create and send HTML-capable emails
- Maintain details related to departments, divisions, vendors or staff
- Integrate data with word processors, spreadsheets, and mail management tools to increase your productivity
- Generate standard or custom reports including mailing labels, listings - you can even design your own forms
- Access to contact information such as maps, email addresses, phone numbers and websites are only a click away
- Utilize Update Selected Fields feature to quickly add or change information for multiple records simultaneously
- Add the Pose n' Print module to store photos
- Keep your mailing lists current with updated mailing addresses and reduce postage costs by adding on Shelby MAILROOM and MOVE Agent
- Export calling lists to PhoneTree or PhoneTree OnDemand to round up volunteers, communicate event details or send meeting reminders
- Incorporate with e-Solutions to allow contacts to update or view contact information securely online
- Integrates seamlessly with GlobaFILE for added functionality

Required modules:

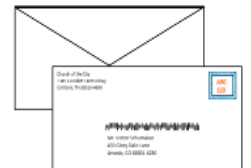
- GlobaFILE

Optional module(s):

- e-Solutions
- Pose n' Print

Buy these Shelby Add-on products to boost the power of **Miscellaneous Names**:

- MOVE Agent
- PhoneTree
- ShelbyMAILROOM



Miscellaneous Names - Information

Individual Title Mrs. ... First/Middle Name(s) Nikol Last Name Castle Suffix ...
 Organization NameCounter: 535

Navigator

Show Buttons

MEMBERSHIP
 Individual Information
 Organizations
 Other Dates
 Life Events
 Bar Code Assignment
 GENERAL INFORMATION
 Addresses
 Phones
 Demographics
 E-mail History
 Greetings
 Associated Files
 Primary Family
 Other Relationships
 Profiles
 Pictures
 Contacts
 Custom Tabs
 Marriage
 Tab 2
 Holy Gifts/Talents/Skill
 Camp Kids
 Tab 5
 Tab 6
 Tab 7
 Directory
 Miscellaneous
 ACCOUNTS PAYABLE

Birthdate 9/12/1976 ... Age: 38 Gender Female ... Marital Status Married ...
 Salutation Neena S.S. # ... Mail Status Y

E-mail - Primary neena@castleinc.com Go Web www.castlerealty.com Go
 E-mail - Addtl. 1 ... Employer Castle Realty ...
 E-mail - Addtl. 2 ... Position Corporate Realtor ...
 E-mail - Addtl. 3 ... Occupation ...

Additional Comments
 Enjoys working with Children 4-9 yrs old
 Certified in First aid and Infand & Child CPR 6/27/2014
 Background Checks returned good. Cleared for working with children.
 Assigned:
 07/5/2014 Sunday School PRSCH2-6/PRESCH/4YR OLDS - 4 Year Old Preschool Kids
 - Room #: 10

NameCounter: 535

Record contact information related to individuals and businesses who are not members of your church.