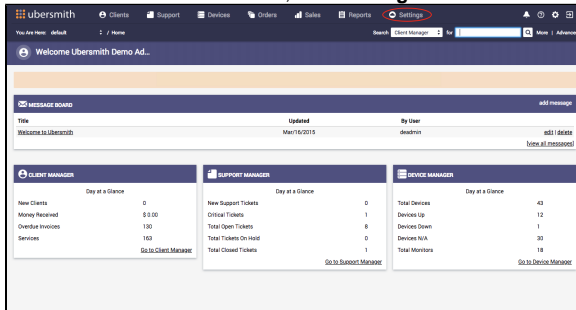


Configuring Company Identity

This page configures how your business is identified within Ubersmith. This configuration is also Step 1 of 4: Company Identity of the [Welcome Wizard](#).

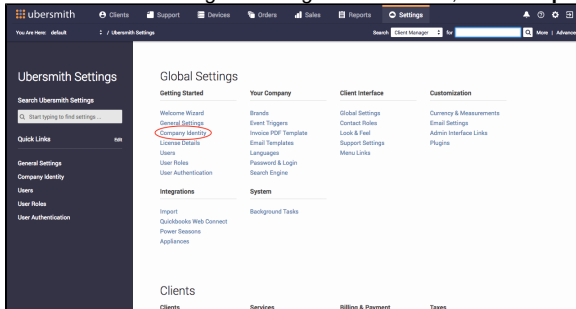
Access the Company Identity Page

1. From the *Ubersmith Dashboard*, click **Settings**.



The *Settings* page appears.

2. From the *Global Settings – Getting Started* section, click **Company Identity**.

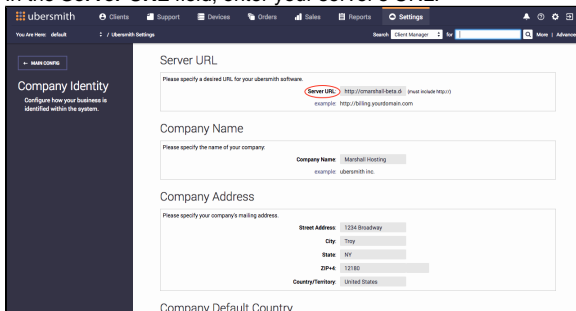


The *Company Identity* page appears.

Complete the Server URL Section

If you plan to accept credit card data, your *Ubersmith* installation requires SSL/TLS to be enabled, so you need to use a secure URL that begins with **https**.

- In the **Server URL** field, enter your server's URL.



Complete the Company Name Section

On this page:

On this page:

- [Access the Company Identity Page](#)
- [Complete the Server URL Section](#)
- [Complete the Company Name Section](#)
- [Complete the Company Address Section](#)
- [Complete the Company Default County Section](#)
- [Complete the Default Email Address Section](#)
- [Save Your Configuration Settings](#)
- [Related Topics](#)

- In the **Company Name** field, enter your company's name.

The screenshot shows the 'Company Identity' section of the Ubersmith Settings page. The 'Company Name' field is highlighted with a red circle and contains the text 'Marshall Hosting'. Below it, the 'Company Address' section is visible, with fields for Street Address, City, State, ZIP+4, and Country/Territory. The 'Company Default Country' field is also visible at the bottom.

Complete the Company Address Section

- In the **Street Address** field, enter your company's street address.
- In the **City** field, enter your company's city.
- In the **State** field, enter your company's state.
- In the **Zip+4** field, enter your company's zip code.
- In the **Country/Territory** field, enter your company's country or territory.

The screenshot shows the 'Company Identity' section of the Ubersmith Settings page. The 'Company Address' section is highlighted with a red circle, showing fields for Street Address, City, State, ZIP+4, and Country/Territory. The 'Company Default Country' field is also visible at the bottom.

Complete the Company Default County Section

- In the **Country** field, enter your company's default country.

The screenshot shows the 'Company Identity' section of the Ubersmith Settings page. The 'Company Default Country' section is highlighted with a red circle, showing the 'Country' field with the value 'United States'. The 'Default Email Address' section is also visible at the bottom.

Complete the Default Email Address Section

The default email address is used for any outgoing correspondence where an alternative email address is not specified.

- In the **Default Reply-to Email Address** field, enter your company's default email address.

The screenshot shows the 'Company Identity' section of the Ubersmith Settings page. The 'Default Email Address' section is highlighted with a red circle, showing the 'Default Reply-to Email Address' field with the value 'support@ubersmith.com'. The 'Update' button is visible at the bottom.

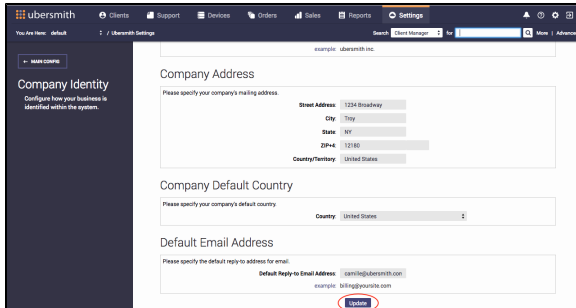
Save Your Configuration Settings

- Click **Update**.



Note

If you are configuring this page through the *Welcome Wizard*, click **Next** to advance to the next configuration.



The screenshot shows the UberSmith Settings page. The left sidebar has a 'Company Identity' section with the text 'Configure how your business is identified within the system.' The main content area has three sections: 'Company Address' with fields for Street Address, City, State, ZIP+4, and Country/Territory; 'Company Default Country' with a Country dropdown; and 'Default Email Address' with a Default Reply-to Email Address field. A red circle highlights the 'Update' button at the bottom right of the form.

Related Topics

[Configuring the Welcome Wizard](#)

[Configuring Credit Card Options](#)

[Configuring Payment Processing Options](#)

[Configuring Billing Settings](#)