

Tab Contactinfos - Company addresses

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Master data System Contactinfos Time Acquisition Organisation Skills Employment Development Finances Education Family Documents

Phone and E-Mail Private Addresses Office Address

Synchronize Office Address with Location

Office street address: Wagenseilgasse 14

Office ZIP code: 1120

Office city: Wien

Office country:

In this area, you maintain the current business address (employer's address / current usage site or office address). The address is required for the social insurance registration.

If you check the **Synchronize with assigned location** checkbox, HR-Expert enters the stored address (for the location). The prerequisite for this is an assignment to a location in the [Tab Organisation - Groups](#)¹ Organization - Groups tab, if these have been configured.

(In the example shown above the synchronize-feature is used. The address field is grayed, a changing of the address is only possible if the location addressed is changed or via de-synchronization.)

1. </daisy/personalwolke-default-en/HR-Expert/employee-form/Organisation/groups.html>