Create a Customer in MachPanel

Summary

This article describes in detail about creating a new customer in MachPanel

Applies To

MachPanel All versions.

Pre-requisites

MachPanel Control Server has been installed, if not then follow below KB article:

http://kb.machsol.com/Knowledgebase/Article/50261

MachPanel Remote Server has been installed, if not then follow below KB article:

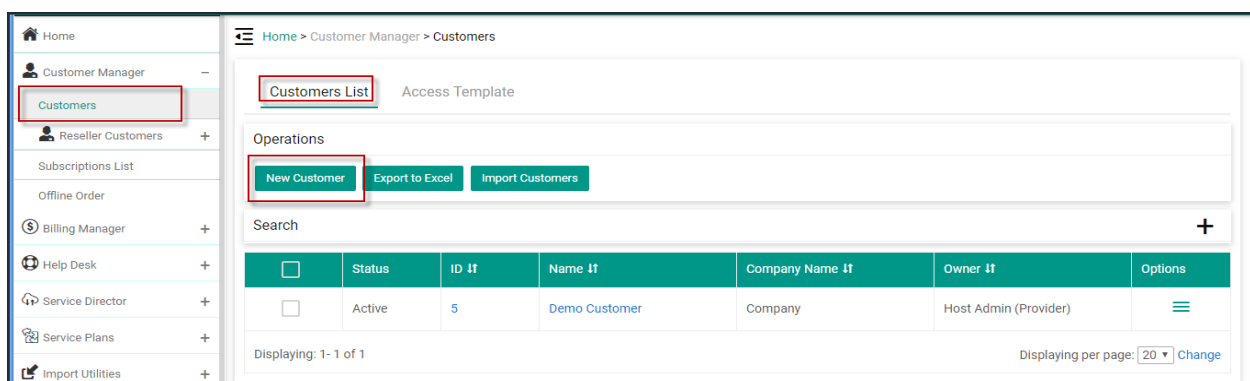http://kb.machsol.com/Knowledgebase/Article/50262

Also make sure that MachPanel Control Server and MachPanel Remote Server should be on the same build and that MachPanel Provisioning Service is running on both servers

More Information

Open MachPanel Control Panel Website (You can do it by opening MachPanel Control Server Configuration Studio and then navigating to **Configure** > **Control Panel Website**, and then clicking on the URL in it). Log in with the provider credentials

Navigate to *Home » Customer Manager » Customers* and then click on **New Customer**.

On the next screen click on Select to select the appropriate provider for this new customer

- Select Host Admin (Provider) if you want to create a new customer under the direct customer for provider.
- Select the Appropriate Reseller customer if you want to create this new customer under the reseller customer.

After selecting the provider or reseller, on the next page all the required information should be filled out for new customer as shown below.

After completing all the requirements click on **Add Customer** to complete the process for creating a new customer or click **Add and Subscribe to Service** as per following link:

Create a Customer in MachPanel

http://kb.machsol.com/Knowledgebase/Article/50275

To create customers in bulk (Import Customers) using CSV file. Please review details on KB link below:

https://kb.machsol.com/Knowledgebase/50297/Import-customers-or-Bulk-Customer-Creation

Keywords

Customer, Adding a customer, Create Customer, New Customer.

MachPanel Knowledgebase

https://kb.machsol.com/Knowledgebase/50272/Create-a-Customer-in-MachPanel