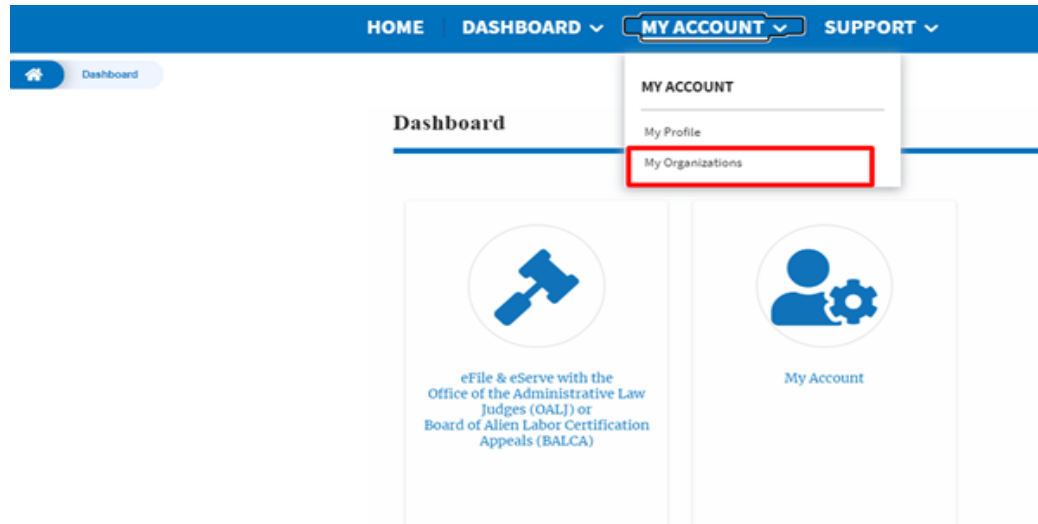




## eFile and eServe

### HOW DO YOU EDIT THE ORGANIZATION DETAILS?

1. Login to your account and click on the “My Account” dropdown and select “My Organization”



2. Click on the name of the organization you wish to edit.

#### My Organizations

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Court Reporter		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit

3. Click on the “Edit Organization” button to edit the organization details.

#### Organization Details

Name	Wingstein and Dragger Attorneys of Law	<a href="#">View More Organization Details</a>
Website		
Organization Email	info@wingstein.com	
Contact Name	Tiju Issac	
Contact Number	1154525255	
Organization Type	Court Reporter	
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States	

[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)



## eFile and eServe

4. Click the “Edit” link in the My Organizations' main page to edit the details of the organization. Please Note: this option is available only to the administrator of the organization.

### Edit Organization

[Help](#)

**Organization Name \***

  
**Country \***  
Select country from the list.

**Address 1 \***

  
**Address 2**  
**Address 3**  
**City \***  
**State \***  
**Zip Code \***  
Zipcode format should be : NNNNN (optionally NNNNN-MNNN) (N=Number,A=Alphabet)



## eFile and eServe

**Organization Email**  
info@wingstein.com

**Website**  
  
Website URL should be in any valid format such as www.abc.com or abc.co or abc.us etc.

Administrator 1 & 2 name and contact numbers are prefilled from the User Profile depending on email. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

**Administrator 1 Email**  
tjtester123@gmail.com

**Administrator 1 Name**  
Tiju Issac

**Administrator 1 Contact Number**  
1154525255

**Administrator 2 Email**

**Administrator 2 Name**

**Administrator 2 Contact Number**

[Save](#) [Cancel](#)

5. Click the “Save” button to save the edited details of the organization. This is the confirmation message for saving the edited details.

### Organization Details

✓ Wingstein and Dragger Attorneys of Law has been updated.

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Court Reporter
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#)

[Edit Organization](#)

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[Manage Mailboxes](#)