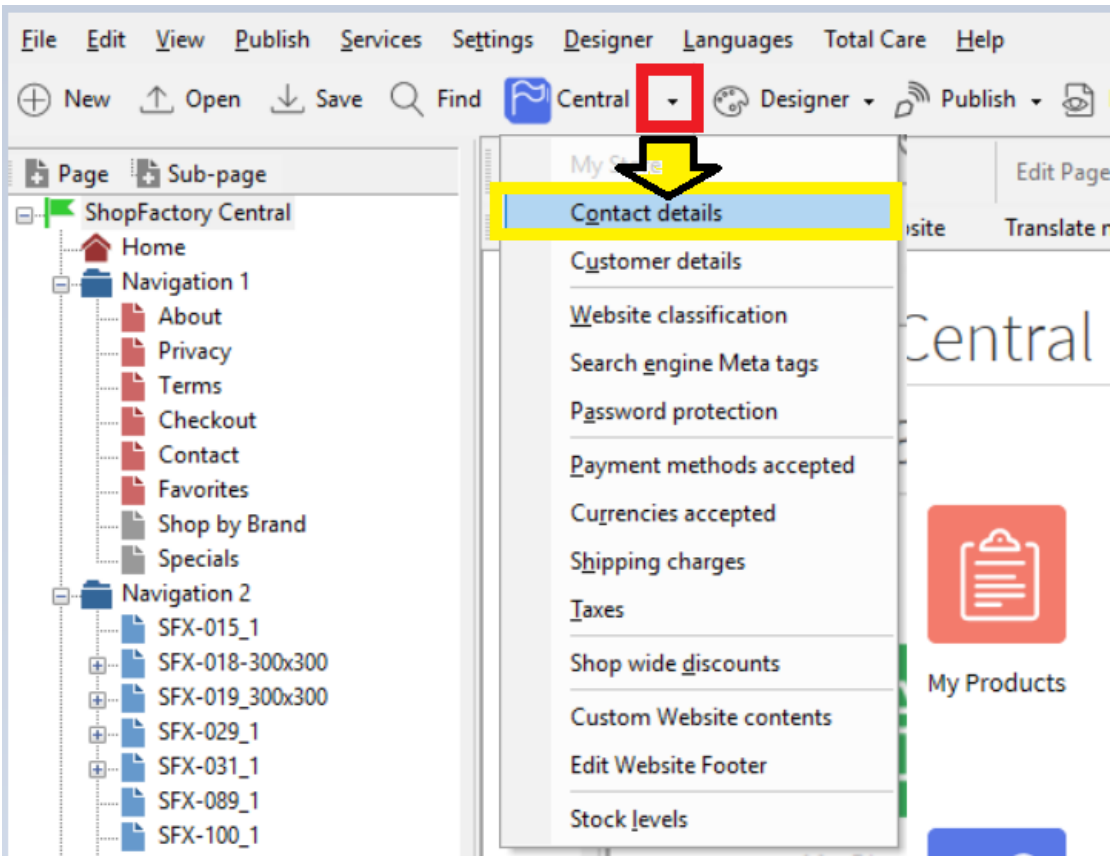
How do I change the display of my Contact Details on the Contact Us Page?

Jobelle C. - 2021-11-06 - Design and Customizations

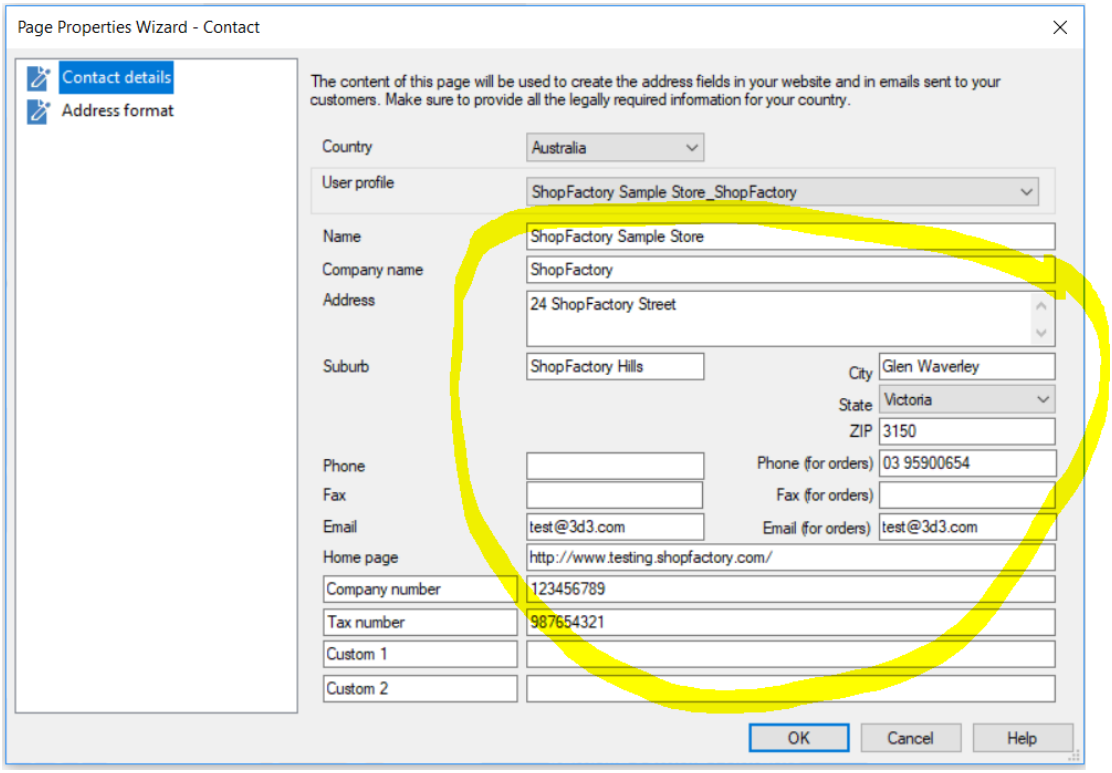
You can manage the merchant details that are displayed on the "Contact Us" page: re-arrange, sort, or hide some fields. Refer to the steps outlined below:

1. Open your shop in ShopFactory

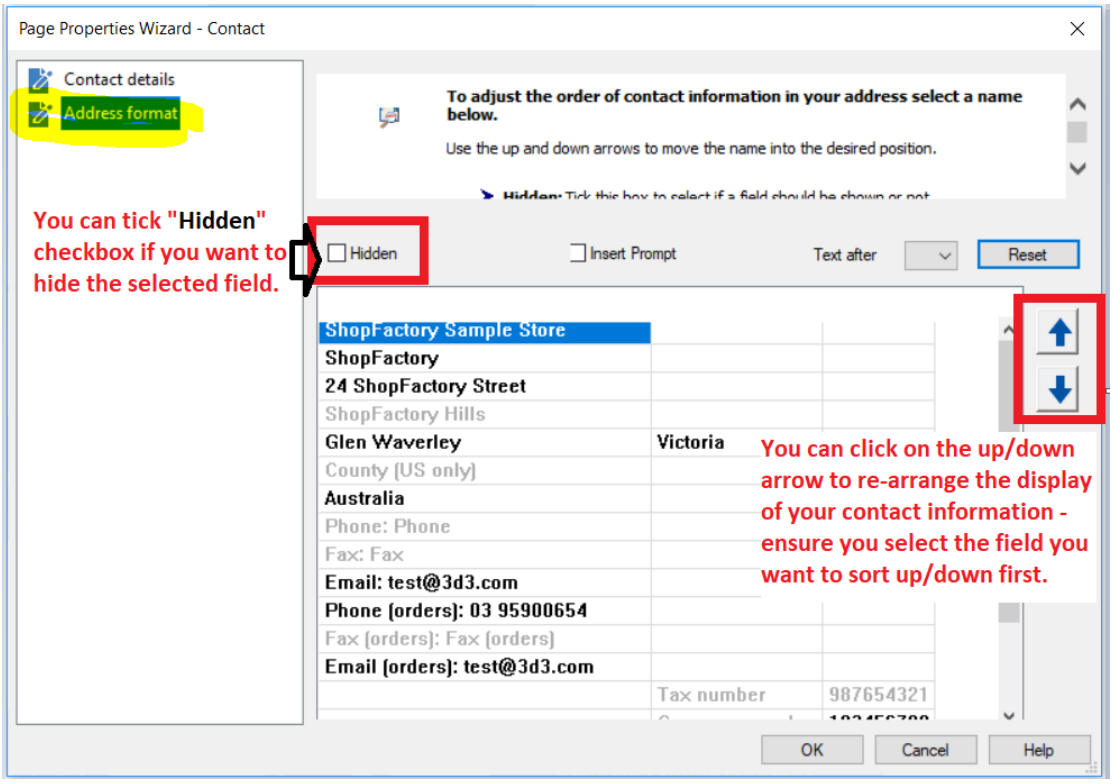
2. Click on **Central** dropdown button -> select "**Contact Details**"



3. At the Contact details page, enter all the information about your Company

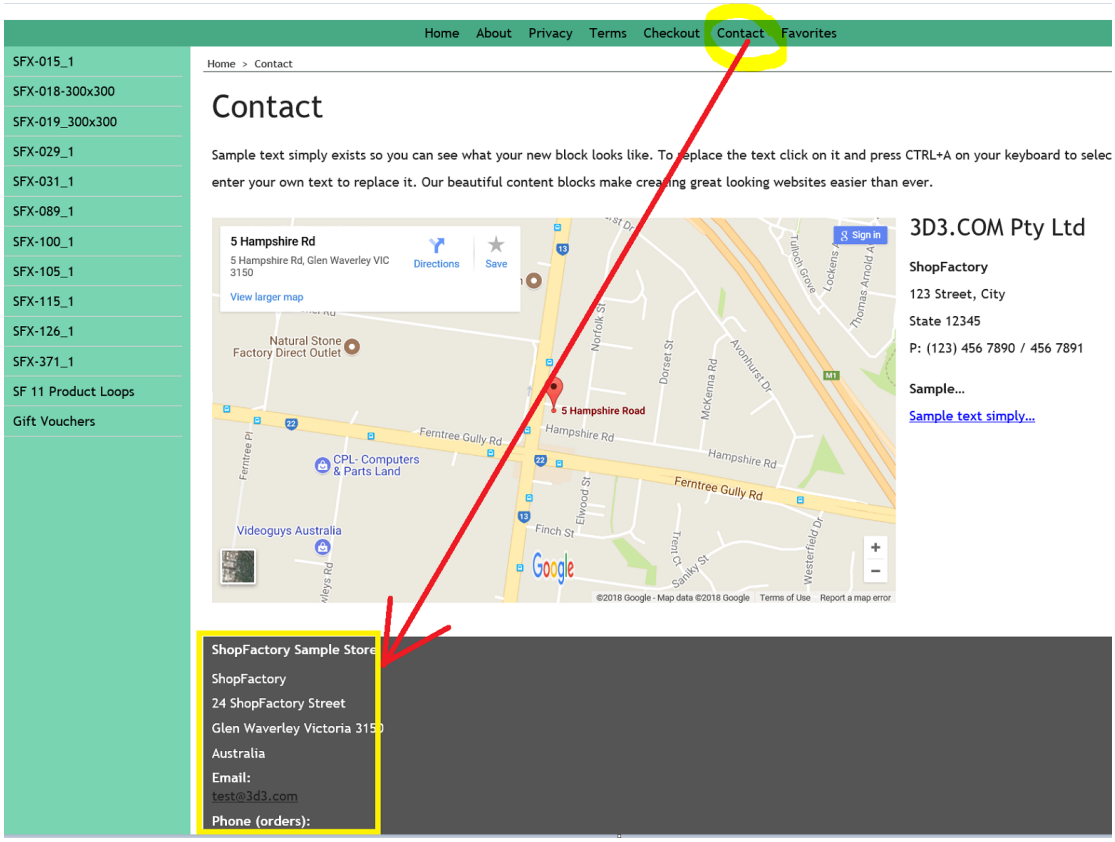


4. To manage the display of your contact details, click **Address Format** in the Page properties wizard – this is where you can hide and change the order of display for your contact details. Play around with the editing to change the display of your fields.



5. Click Ok

6. Save and preview your shop in external browser



7. Publish your shop again so that the changes are uploaded online