Where do I add financial mailing addresses to an account?

From the **Accounts Page**

1. Find the account you want to edit and click **More Info**
2. Click on the **red three-dot menu** in the top right of the screen
3. Click **Edit Account**
4. Enter the additional address in the **Address 2** field
5. Click **Next** to save

** You can add **up to three** mailing addresses in an Account in VMS

[Video: Where do I add financial mailing addresses to an account?]