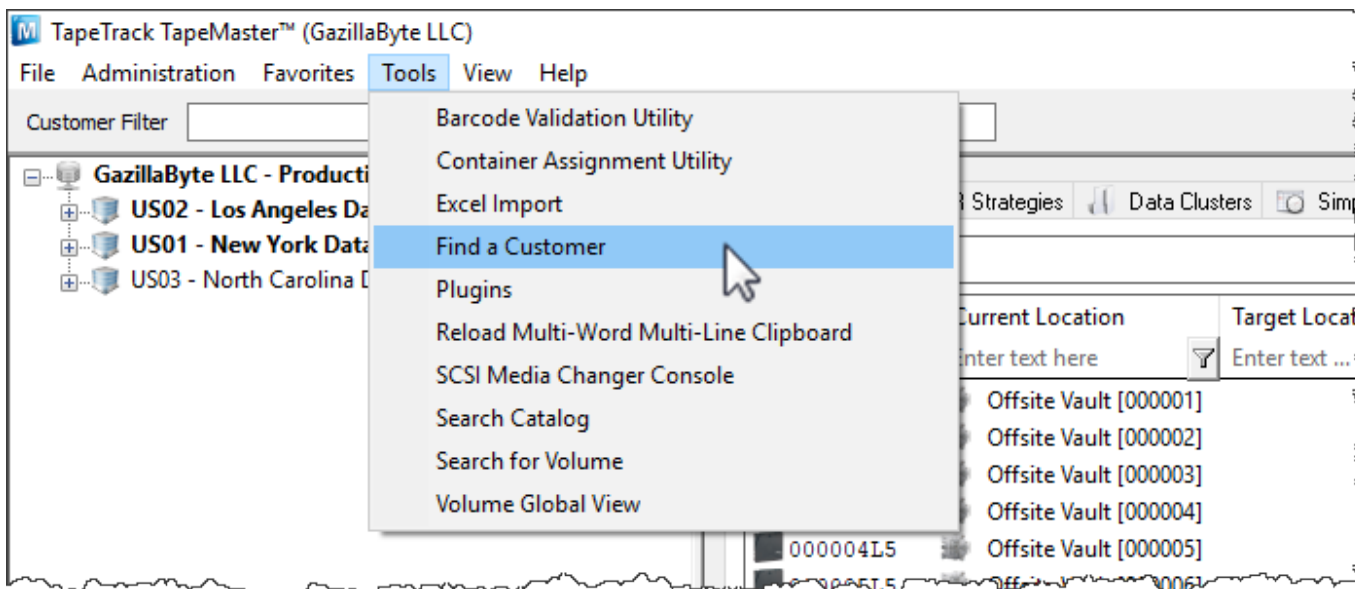


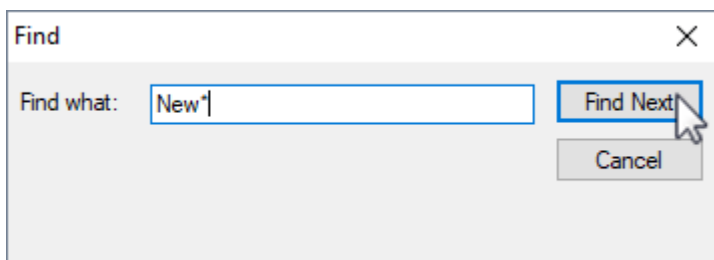
# Find Customer

String searches may be executed against the Customer tree to quickly find a Customer-ID or description.

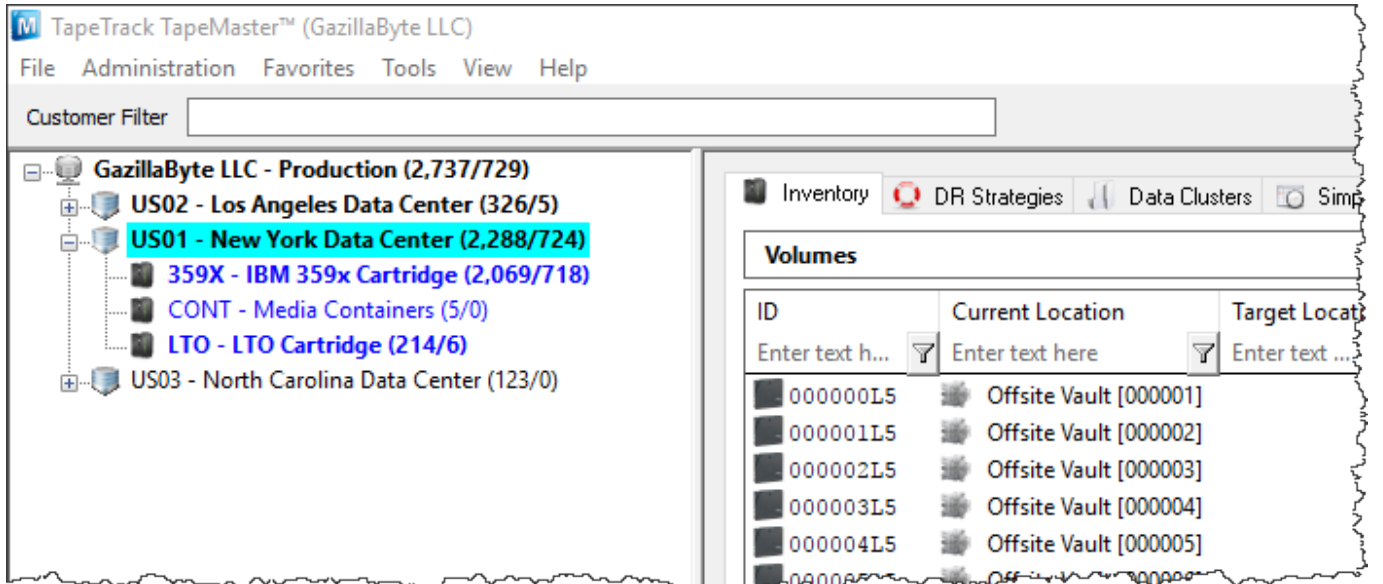
From the main menu select Tools → Find Customer or press the keyboard shortcut F3.



In the popup, enter the search term to match either the Customer-ID or description and click Find Next. [Pattern matching](#) may be used to enter partial Strings or multiple search terms.



As matches are made against the search criteria, Customer-ID and description will be highlighted in blue on the [customer tree](#).



## See Also

- [Customer Filter](#)

[filter](#), [search](#)

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