

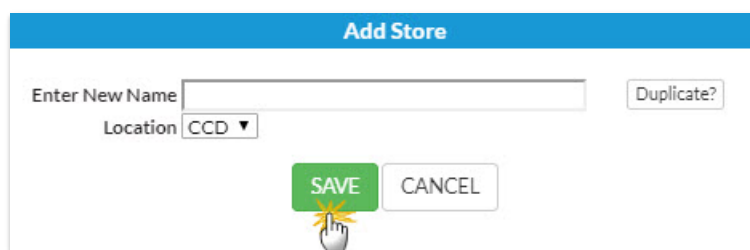
# Add Additional Store Accounts

Last Modified on 11/03/2020 12:33 am EST

Watch a (1:34) video on Store Accounts

Jackrabbit is preset with one standard *Store* account which operates as a general account to enter transactions which are not recorded on a family account. You'll find it looks very similar to a family account (except for it only has a *Summary* and a *Transaction* tab). Display a listing of Store accounts by going to *Store > Store Accounts*.

Add additional Store accounts by going to **Store > Add Store** or by clicking the **Add Store** Button in **Stores > Store Accounts**. If you have multiple locations, you may want to create a store for each location. Enter the new store name, check if it's a duplicate, and select the location. After clicking *Save*, the full store account page opens so more details can be entered.



If you decide not to use a Store account, use the Pencil icon to make the store inactive, by changing the status, or delete the store using the Trash Can icon.

List Stores									
<a href="#">← RETURN</a>									
<a href="#">Add Store</a>									
<a href="#">Print</a> <a href="#">Export</a> <a href="#">Refresh</a> <a href="#">Show/Hide Columns</a> <a href="#">Restore Columns</a>									
	Loc	Name	Address	City	State	Zip	Balance	Status	
<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	<a href="#">Search</a>	
<a href="#">Pencil</a>	EDU	<a href="#">Pro Shop</a>		Huntersville	NC	28078	0.00	Active	
<a href="#">Trash Can</a>	EDU	<a href="#">Concession</a>		Huntersville	NC	28078	0.00	Active	

