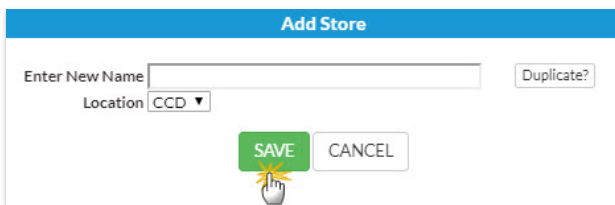# Add Additional Store Accounts

Jackrabbit is preset with one standard *Store* account, which operates as a general account to enter transactions that are not recorded on a family account. You'll find it looks very similar to a family account (except it only has *Summary, Transaction, Notes,* and *Resources* tabs). To see a listing of all Store accounts, go to the *Store (menu) > Store Accounts*.

Add a Store Account

All store accounts are added from the *Store (menu)*. Select one of the options below to add a new account. If you have multiple Locations in Jackrabbit, you may want to create a store for each Location.
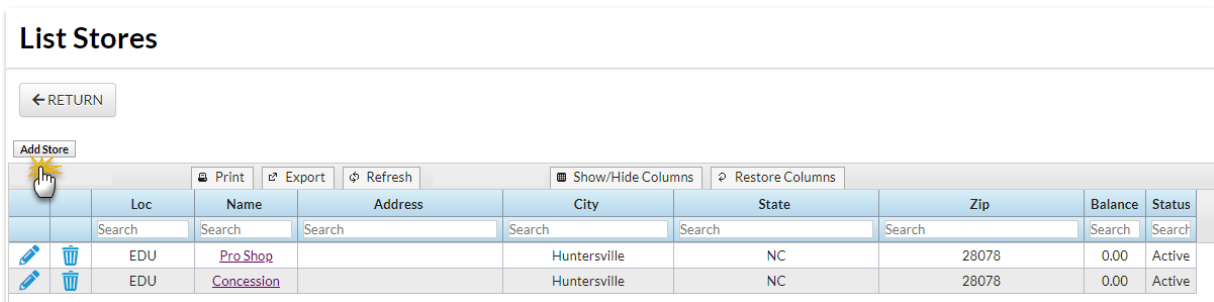
Option 1

1. Go to the **Store** (menu) > **Add Store.**

2. Enter a **New Name**.
3. Check for a **Duplicate**.
4. Select a **Location** from the drop-down if you have multiple locations.
5. Click **Save**. The full store account page opens with different tabs, and additional details can be entered.
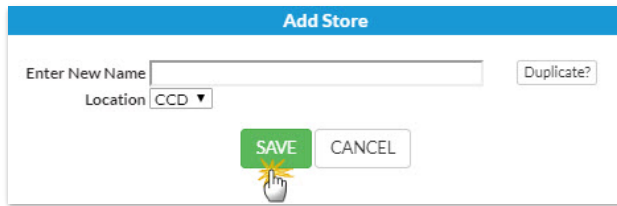
Option 2

1. Go to the **Store** (menu) > **Store Accounts**.
2. Click the **Add Store** button.

3. Enter a **New Name**.
4. Check for a **Duplicate**.
5. Select a **Location** from the drop-down if you have multiple locations.

6. Click **Save**. The full store account page opens with different tabs, and additional 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.