



All tags can be copy + pasted as they are in the grids below. The tags will only work with the “Sales Instruction” “Person Type”.

Tag	Field
<code>[Instruction.Vendor.FullName]</code>	
<code>[Instruction.Vendor.Title]</code>	Vendor > Title
<code>[Instruction.Vendor.Forename]</code>	Vendor > Forename
<code>[Instruction.Vendor.Middlename]</code>	Vendor >
<code>[Instruction.Vendor.ForenameInitial]</code>	
<code>[Instruction.Vendor.MiddlenameInitial]</code>	
<code>[Instruction.Vendor.Surname]</code>	Vendor > Surname
<code>[Instruction.Vendor.AddressLine1]</code>	Vendor > Contacts > Address Line 1
<code>[Instruction.Vendor.AddressLine2]</code>	Vendor > Contacts > Address Line 2
<code>[Instruction.Vendor.AddressLine3]</code>	Vendor > Contacts > Address Line 3
<code>[Instruction.Vendor.AddressLine4]</code>	Vendor > Contacts > Address Line 4
<code>[Instruction.Vendor.Postcode]</code>	Vendor > Contacts > Postcode
<code>[Instruction.Vendor.Nationality]</code>	Vendor > AML & Finance > Nationality
<code>[Instruction.Vendor.LandPhone]</code>	Vendor > Contact > Land Phone
<code>[Instruction.Vendor.Fax]</code>	Vendor > Contact > Fax Phone
<code>[Instruction.Vendor.MobilePhone]</code>	Vendor > Personal Details > Mobile Phone
<code>[Instruction.Vendor.Email]</code>	Vendor > Personal Details > Email Address
<code>[Instruction.Vendor.DateOfBirth]</code>	Vendor > AML and Finance > Date of Birth
<code>[Instruction.Vendor.EmailLetters]</code>	Vendor > Personal Details > Email Letters
<code>[Instruction.Vendor.DeptAmount]</code>	
<code>[Instruction.Vendor.MainAccountBalance]</code>	
<code>[Instruction.Vendor.BankDetails_AccountName]</code>	Vendor > Bank Details > Account Name
<code>[Instruction.Vendor.BankDetails_AccountNumber]</code>	Vendor > Bank Details > Account Number
<code>[Instruction.Vendor.BankDetails_AccountSortCode]</code>	Vendor > Bank Details > Account Sort Code
<code>[Instruction.Vendor.BankDetails_BankName]</code>	Vendor > Bank Details > Bank Name

<code>[Instruction.Vendor.BankDetails_BankAddress1]</code>	Vendor > Bank Details > Bank Address 1
<code>[Instruction.Vendor.BankDetails_BankAddress2]</code>	Vendor > Bank Details > Bank Address 2
<code>[Instruction.Vendor.BankDetails_BankAddress3]</code>	Vendor > Bank Details > Bank Address 3
<code>[Instruction.Vendor.BankDetails_BankAddress4]</code>	Vendor > Bank Details > Bank Address 4
<code>[Instruction.Vendor.BankDetails_BankPostcode]</code>	Vendor > Bank Details > Bank Postcode
<code>[Instruction.Vendor.BankDetails_BICSWIFTCode]</code>	Vendor > Bank Details > BIC/SWIFT Code
<code>[Instruction.Vendor.BankDetails_IBANCode]</code>	Vendor > Bank Details > IBAN Code
<code>[Instruction.SecondVendor.FullName]</code>	
<code>[Instruction.SecondVendor.Title]</code>	Second Vendor > Title
<code>[Instruction.SecondVendor.Forename]</code>	Second Vendor > Forename
<code>[Instruction.SecondVendor.Middlename]</code>	Second Vendor >
<code>[Instruction.SecondVendor.ForenameInitial]</code>	
<code>[Instruction.SecondVendor.MiddlenameInitial]</code>	
<code>[Instruction.SecondVendor.Surname]</code>	Second Vendor > Surname
<code>[Instruction.SecondVendor.AddressLine1]</code>	Second Vendor > Contacts > Address Line 1
<code>[Instruction.SecondVendor.AddressLine2]</code>	Second Vendor > Contacts > Address Line 2
<code>[Instruction.SecondVendor.AddressLine3]</code>	Second Vendor > Contacts > Address Line 3
<code>[Instruction.SecondVendor.AddressLine4]</code>	Second Vendor > Contacts > Address Line 4
<code>[Instruction.SecondVendor.Postcode]</code>	Second Vendor > Contacts > Postcode
<code>[Instruction.SecondVendor.Nationality]</code>	Second Vendor > AML & Finance > Nationality
<code>[Instruction.SecondVendor.LandPhone]</code>	Second Vendor > Contact > Land Phone
<code>[Instruction.SecondVendor.Fax]</code>	Second Vendor > Contact > Fax Phone
<code>[Instruction.SecondVendor.MobilePhone]</code>	Second Vendor > Personal Details > Mobile Phone
<code>[Instruction.SecondVendor.Email]</code>	Second Vendor > Personal Details > Email Address
<code>[Instruction.SecondVendor.DateOfBirth]</code>	Second Vendor > AML and Finance > Date of Birth
<code>[Instruction.SecondVendor.EmailLetters]</code>	Second Vendor > Personal Details > Email Letters
<code>[Instruction.SecondVendor.NationalInsurance]</code>	
<code>[Instruction.SecondVendor.DeptAmount]</code>	
<code>[Instruction.SecondVendor.MainAccountBalance]</code>	
<code>[Instruction.SecondVendor.BankDetails_AccountName]</code>	Second Vendor > Bank Details > Account Name
<code>[Instruction.SecondVendor.BankDetails_AccountNumber]</code>	Second Vendor > Bank Details > Account Number

<i>[Instruction.SecondVendor.BankDetails_AccountSortCode]</i>	Second Vendor > Bank Details > Account Sort Code
<i>[Instruction.SecondVendor.BankDetails_BankName]</i>	Second Vendor > Bank Details > Bank Name
<i>[Instruction.SecondVendor.BankDetails_BankAddress1]</i>	Second Vendor > Bank Details > Bank Address 1
<i>[Instruction.SecondVendor.BankDetails_BankAddress2]</i>	Second Vendor > Bank Details > Bank Address 2
<i>[Instruction.SecondVendor.BankDetails_BankAddress3]</i>	Second Vendor > Bank Details > Bank Address 3
<i>[Instruction.SecondVendor.BankDetails_BankAddress4]</i>	Second Vendor > Bank Details > Bank Address 4
<i>[Instruction.SecondVendor.BankDetails_BankPostcode]</i>	Second Vendor > Bank Details > Bank Postcode
<i>[Instruction.SecondVendor.BankDetails_BICSWIFTCode]</i>	Second Vendor > Bank Details > BIC/SWIFT Code
<i>[Instruction.SecondVendor.BankDetails_IBANCode]</i>	Second Vendor > Bank Details > IBAN Code
<i>[Instruction.SecondVendor.CreditTermsDays]</i>	
<i>[Instruction.Service.Name]</i>	Sales Instruction > Appraisal > Service Type
<i>[Instruction.AcceptedOffer.Instruction]</i>	Offer > Instruction
<i>[Instruction.AcceptedOffer.OfferedBy]</i>	Offer > Offered By
<i>[Instruction.AcceptedOffer.OfferAmount]</i>	Offer > Offer Amount
<i>[Instruction.AcceptedOffer.Status]</i>	Offer > Status
<i>[Instruction.AcceptedOffer.Deposit]</i>	Offer > Deposit
<i>[Instruction.AcceptedOffer.FinancialVerified]</i>	Offer > Financial Verified
<i>[Instruction.AcceptedOffer.SubjectToContract]</i>	Offer > Subject to Contract
<i>[Instruction.AcceptedOffer.SubjectToMortgage]</i>	Offer > Subject to Mortgage
<i>[Instruction.AcceptedOffer.SubjectToSurvey]</i>	Offer > Subject to Survey
<i>[Instruction.AcceptedOffer.FixturesFittings]</i>	Offer > Fixtures/Fittings
<i>[Instruction.AcceptedOffer.SpecialTerms]</i>	Offer > Special Terms
<i>[Instruction.AcceptedOffer.Notes]</i>	Offer > Internal Notes/Financial Verification
<i>[Instruction.AcceptedOffer.BuyerSolicitor]</i>	Offer > Buyer Solicitor
<i>[Instruction.AcceptedOffer.SolicitorBuyerContractor]</i>	Offer > Buyer Solicitor Contractor
<i>[Instruction.AcceptedOffer.AssociatedWith]</i>	Offer > Associated With
<i>[Instruction.AcceptedOffer.AssociatedEstateAgent]</i>	Offer > Associated Estate Agent
<i>[Instruction.AcceptedOffer.AssociatedDeveloper]</i>	Offer > Associated Developer
<i>[Instruction.AcceptedOffer.OfferDate]</i>	Offer > Offer Date
<i>[Instruction.AcceptedOffer.OfferTime]</i>	Offer > Offer Time
<i>[Instruction.AcceptedOffer.FinancialVerifiedDate]</i>	Offer > Date and Time when Financial Verified
<i>[Instruction.AcceptedOffer.Negotiator]</i>	Offer > Negotiator
<i>[Instruction.Branch.Name]</i>	Instruction > Branch
<i>[Instruction.Branch.AddressLine1]</i>	Branch > Address Line 1

[Instruction.Branch.AddressLine2]	Branch > Address Line 2
[Instruction.Branch.AddressLine3]	Branch > Address Line 3
[Instruction.Branch.AddressLine4]	Branch > Address Line 4
[Instruction.Branch.Postcode]	Branch > Postcode
[Instruction.Branch.LandPhone]	Branch > Land Phone
[Instruction.Branch.Fax]	Branch > Fax Phone
[Instruction.Branch.Email]	Branch > Email Address Override
[Instruction.Branch.Website]	Branch > Website
[Instruction.Branch.CompanyName]	The Company's Name
[Instruction.Branch.CompanyMarketingName]	The Company's Marketing Name
[Instruction.Branch.VATNumber]	The Company's VAT Number
[Instruction.Branch.CompanyRegistrationNum]	The Company's Registration Number
[Instruction.Branch.OpeningHours_Sunday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Monday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Tuesday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Wednesday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Thursday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Friday]	The Branch's Opening Hours
[Instruction.Branch.OpeningHours_Saturday]	The Branch's Opening Hours
[Instruction.Branch.BankDetails_AccountName]	The Branch's Bank Account
[Instruction.Branch.BankDetails_AccountNumber]	The Branch's Bank Account
[Instruction.Branch.BankDetails_AccountSortCode]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankName]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankAddress1]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankAddress2]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankAddress3]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankAddress4]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BankPostcode]	The Branch's Bank Account
[Instruction.Branch.BankDetails_BICSWIFTCode]	The Branch's Bank Account
[Instruction.Branch.BankDetails_IBANCode]	The Branch's Bank Account
[Instruction.Negotiator.FullName]	The Full Name of the Negotiator
[Instruction.Negotiator.Title]	Staff > Title
[Instruction.Negotiator.Forename]	Staff > Forename
[Instruction.Negotiator.Surname]	Staff > Surname
[Instruction.Negotiator.JobTitle]	Staff > Job Title
[Instruction.Negotiator.LandPhone]	Staff > Land Phone
[Instruction.Negotiator.MobilePhone]	Staff > Mobile Phone
[Instruction.Negotiator.Email]	Staff >
[Instruction.Negotiator.FirstExternalEmail]	Staff > External Email 1
[Instruction.Negotiator.SecondExternalEmail]	Staff > External Email 2
[Instruction.AppraisalBranch.Name]	Sales Instruction > Appraisal > Appraisal Branch
[Instruction.AppraisalBranch.AddressLine1]	The Address of the Appraisal Branch
[Instruction.AppraisalBranch.AddressLine2]	The Address of the Appraisal Branch
[Instruction.AppraisalBranch.AddressLine3]	The Address of the Appraisal Branch
[Instruction.AppraisalBranch.AddressLine4]	The Address of the Appraisal Branch

[Instruction.AppraisalBranch.Postcode]	The Address of the Appraisal Branch
[Instruction.AppraisalBranch.LandPhone]	The Land Phone of the Appraisal Branch
[Instruction.AppraisalBranch.Fax]	The Fax Phone of the Appraisal Branch
[Instruction.AppraisalBranch.Email]	The Email Address of the Appraisal Branch
[Instruction.AppraisalBranch.Website]	The Website of the Appraisal Branch
[Instruction.AppraisalBranch.OutOfHoursPhoneNumber]	The Out of Hours Phone of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Sunday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Monday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Tuesday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Wednesday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Thursday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Friday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.OpeningHours_Saturday]	The Opening Hours of the Appraisal Branch
[Instruction.AppraisalBranch.BankDetails_AccountName]	The Appraisal Branch's Bank Account
[Instruction.AppraisalBranch.BankDetails_AccountNumber]	The Appraisal Branch's Bank Account
[Instruction.AppraisalBranch.BankDetails_AccountSortCode]	The Appraisal Branch's Bank Account
[Instruction.AppraisalBranch.BankDetails_BankName]	The Appraisal Branch's Bank Account
[Instruction.AppraisalBranch.BankDetails_BankAddress1]	The Appraisal Branch's Bank Account
[Instruction.AppraisalBranch.BankDetails_BankAddress2]	The Appraisal Branch's Bank Account
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[Instruction.AppraisalBranch.BankDetails_IBANCode]	The Appraisal Branch's Bank Account
[Instruction.PortalBranch.Name]	Sales Instruction > Marketing > Portal Advertising Branch
[Instruction.PortalBranch.AddressLine1]	The Address of the Advertising Portal Branch
[Instruction.PortalBranch.AddressLine2]	The Address of the Advertising Portal Branch
[Instruction.PortalBranch.AddressLine3]	The Address of the Advertising Portal Branch
[Instruction.PortalBranch.AddressLine4]	The Address of the Advertising Portal Branch
[Instruction.PortalBranch.Postcode]	The Address of the Advertising Portal Branch

[Instruction.PortalBranch.LandPhone]	The Land Phone of the Advertising Portal Branch
[Instruction.PortalBranch.Fax]	The Fax Phone of the Advertising Portal Branch
[Instruction.PortalBranch.Email]	The Email Address of the Advertising Portal Branch
[Instruction.PortalBranch.Website]	The Website of the Advertising Portal Branch
[Instruction.PortalBranch.OutOfHoursPhoneNumber]	The Out of Hours Phone of the Advertising Portal Branch
[Instruction.PortalBranch.TDSBranchID]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.TDSCompanyIDOveride]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.SafeDepositsBranchID]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.SafeDepositsCompanyIDOveride]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.CompanyName]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.CompanyMarketingName]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.VATNumber]	The Opening Hours of the Advertising Portal Branch
[Instruction.PortalBranch.CompanyRegistrationNum]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.CompanyPlaceOfRegistration]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.TradingStatement]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Sunday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Monday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Tuesday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Wednesday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Thursday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Friday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.OpeningHours_Saturday]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_AccountName]	The Advertising Portal Branch's Bank Account

[Instruction.PortalBranch.BankDetails_AccountNumber]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_AccountSortCode]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankName]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankAddress1]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankAddress2]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankAddress3]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankAddress4]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BankPostcode]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_BICSWIFTCode]	The Advertising Portal Branch's Bank Account
[Instruction.PortalBranch.BankDetails_IBANCode]	The Advertising Portal Branch's Bank Account