

Network — Owners

Overview

Owners are individuals or entities who own properties and want to sell or rent them. You add them to the CRM and their resale units are automatically linked to their profile.

“ **Important:** When a salesman creates an owner, only **that salesman** can see the owner and their units — owners are not shared across the team. This is by design: owners typically contact the salesman directly, the salesman adds them to the system, and then presents their units to interested buyers on their behalf.

“ **Note for Resale:** Owner details (name, contact info) are **not visible** on the resale unit card itself — the unit is shown without revealing the owner's identity. Interested buyers ask the salesman, who then connects them with the owner privately. This protects the owner's information and keeps the salesman central to the deal.

The Owners List

The list shows all owners with the following columns:

Column	Description
Name	Owner's name.
Salesmen	The salesman(s) assigned to this owner.
Address	Owner's address.
Mobile	Primary mobile number.
Additional Mobiles	Any extra mobile numbers.

Column	Description
Email	Email address.
Type	Owner type (e.g., Person).
Description	Notes about the owner.
Creation Date	When the owner was added.
Actions	Edit or Delete.

Available actions: **Search**, **Add New +**, **Send Bulk SMS**, **Send Bulk Email**, **Export**.

OWNERS All										
Number Of Owners : 106										
Selected : 0										
<input type="checkbox"/>	Name	Salesmen	Address	Mobile	Additional Mobiles	Email	Type	Description	Creation Date	Actions
<input type="checkbox"/>	Ahmed Ewis	Admin	The Gate Plaza Square- AL Shakh Zayed City , 8th district, AL Mostashmer st- مبانى, Giza Governorate	201006977885		ahmed.ewis@net.net	person		2026-05-24 05:42:02 PM	EDIT DELETE
<input type="checkbox"/>	Mohammed Hussain	Admin	New cairo	01200999816		m.hussain2@dotshub.net	person		2026-05-24 05:28:19 PM	EDIT DELETE
<input type="checkbox"/>	Mohammed Hussain	Admin	New cairo	201000999816	01000999816	m.hussain@dotshub.net	person		2026-05-24 05:26:41 PM	EDIT DELETE
<input type="checkbox"/>	Ahmed Ewis	Admin	The Gate Plaza Square- AL Shakh Zayed City , 8th district, AL Mostashmer st- مبانى, Giza Governorate	201006977888		ahmed.ewis@dotshub.dotshub	person		2026-05-24 05:01:43 PM	EDIT DELETE
<input type="checkbox"/>	WESTVILLE	galal		201023365998		csteamleader1@reedy.com	person		2026-05-03 12:30:18 PM	EDIT DELETE
<input type="checkbox"/>	Hilton Tower	Sales Agent		201118355130		min@dotshub.net	person		2026-03-11 12:16:54 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK90	Admin		201120147827		a@2.m93	Person		2026-02-09 06:22:57 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK79	Admin		201120147826		a@2.m92	Person		2026-02-09 06:22:53 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK78	Admin		201120147825		a@2.m91	Person		2026-02-09 06:22:52 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK77	Admin		201120147824		a@2.m90	Person		2026-02-09 06:22:48 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK76	Admin		201120147823		a@2.m89	Person		2026-02-09 06:22:47 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK75	Admin		201120147822		a@2.m88	Person		2026-02-09 06:22:43 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK74	Admin		201120147821		a@2.m87	Person		2026-02-09 06:22:42 PM	EDIT DELETE
<input type="checkbox"/>	ZKXCKZKXZK73	Admin		201120147820		a@2.m86	Person		2026-02-09 06:22:38 PM	EDIT DELETE

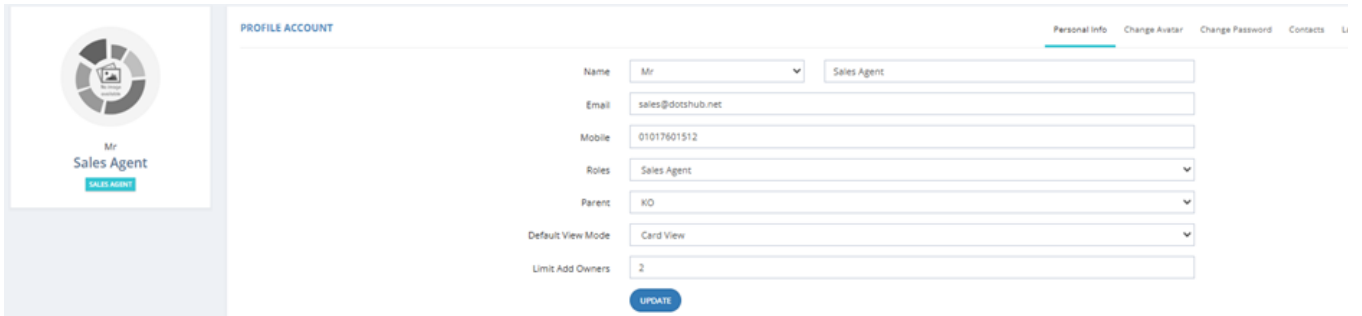
Adding an Owner

Click **Add New +** and fill in the following fields:

Field	Required	Description
Name	<input type="checkbox"/>	Owner's full name.
Type	Optional	Owner type — e.g., Person.
Mobile	<input type="checkbox"/>	Primary mobile number.
Additional Mobiles	Optional	Add extra mobile numbers using the Add button.
Email	<input type="checkbox"/>	Email address.
Address	Optional	Owner's address.
Description	Optional	Notes about the owner.
Deal	Optional	Any deal details with this owner.

You can limit how many owners a salesman is allowed to add. To set this:

1. Go to **Roles & Users** → **Users**.
2. Open the user's profile (Edit User).
3. Set the **Limit Add Owners** field to the maximum number allowed.



The screenshot shows a user profile page titled "PROFILE ACCOUNT". On the left is a user card for "Mr Sales Agent" with a "SALES AGENT" badge. On the right is a form with the following fields:

- Name: Mr (dropdown), Sales Agent (text)
- Email: sales@dotshub.net (text)
- Mobile: 01017601512 (text)
- Roles: Sales Agent (dropdown)
- Parent: NO (dropdown)
- Default View Mode: Card View (dropdown)
- Limit Add Owners: 2 (text)

An "UPDATE" button is located below the "Limit Add Owners" field.

“ ⚠ Once a salesman reaches their limit, they cannot add new owners until the limit is raised or an existing owner is removed.

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