

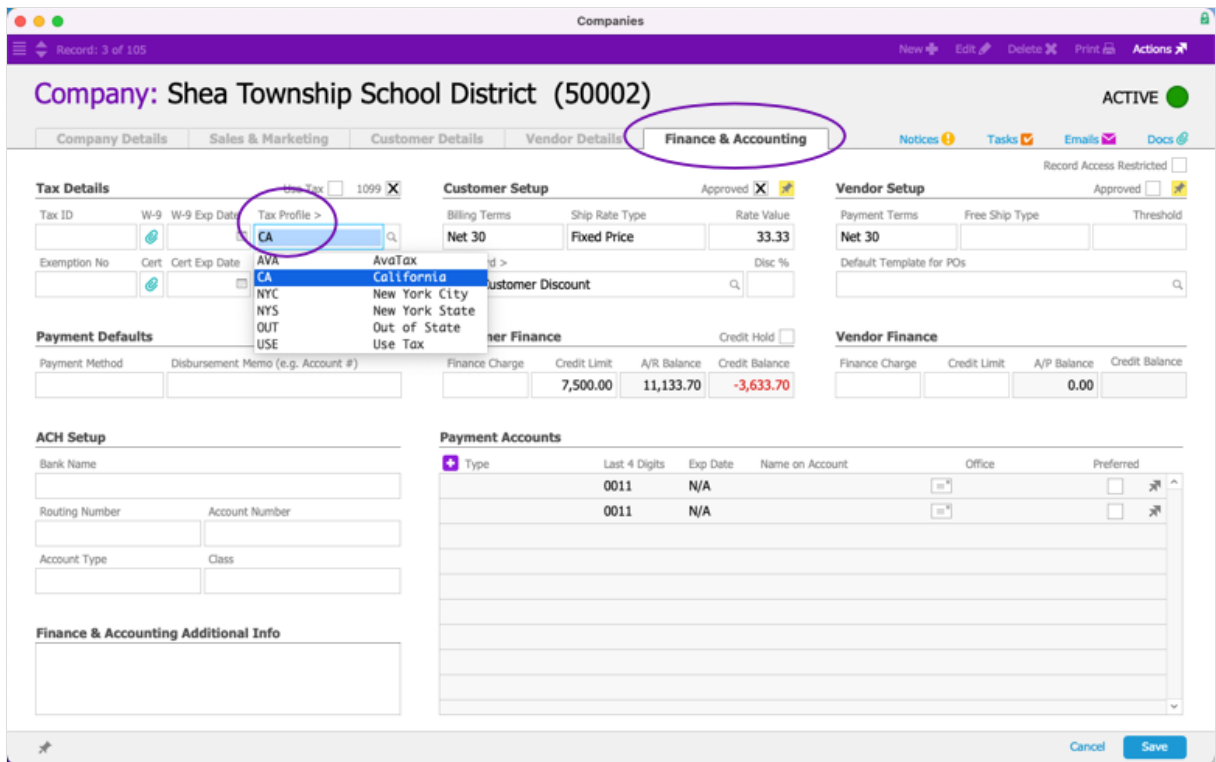
# Linking Tax Profiles to Company Records

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This guide explains how to link a tax profile to a company record. It is intended for general users.

You can link a specific [tax profile](https://aace6.knowledgeowl.com/help/overview-of-tax-profiles) directly to a company record to ensure the correct tax will be charged on new orders:

1. Navigate from **Main Menu > CRM & Sales > Companies**.
2. Use the [Quick Search](https://aace5.knowledgeowl.com/help/using-the-quick-search-bar) bar to locate the desired company.
3. Click the **Finance & Accounting** tab, then click **Edit**, and select the correct tax profile from the **Tax Profile** field.



4. Click **Save**.

Note: When team members enter an order, they can manually change the assigned tax profile.