

# How to update your Company Profile?

The first representative to log in for your company will set up your company profile. Once your Team is set up and other vendor representatives have been added, anyone on the Team may make updates.

- Click "**Teams**" on the top right-hand corner
- Then click "**Company Profile.**"
- Then edit each individual field.
- Be sure to click "**Save**" at the top.

The screenshot shows a web interface for updating a company profile. At the top, there is a search bar and navigation icons for Home, Notifications, Profile, and Teams. A left-hand navigation menu is visible, with 'Company Profile' highlighted and a green arrow pointing to it. The main content area is titled 'Company Profile' and contains a form with the following fields:

Name	Halloween & Party Expo and HAuNTcon	Save
Headline	Halloween & Party Expo and HAuNTcon Virtual Experience	
Country	United States of America	1
Website	https://www.hauntcon.com/ and https://www.halloweenpartyexpo.com/	1
Video URL (embedded on the profile)	https://www.youtube.com/embed/JR-AEelyIc	1
Product Catalog	https://www.halloweenpartyexpo.com/	1
Show Specials	2 Shows in 1 Experience!	1
Products And Services Provided	Accessories, Animatronics, Building Materials, Business Services, Costumes, Lighting, Makeup/Body Paint	13
Address	6 Research Drive	1

At the bottom of the page, there is a 'CLARION' logo and a 'Help' button.