

# How do I create a Company factsheets

Last Modified on 01/06/2017 4:37 pm BST

A company factsheet shows information about a product provider. It consists of four sections, illustrated by the screenshot below:

**Company details** | Save as PDF | Help

Choose the information to display:

Description  Contact details  Contracts offered  Financial strength

**Contracts offered:**

- Group Life**
  - [Group Life](#)
  - [Group Life](#)
- Group Critical Illness**
  - [Group Critical Illness](#)
  - [Group Cancer Cover](#)
  - [Group Critical Illness - Comprehensive Cover](#)
- Group Income Protection**
  - [Group Income Protection](#)
  - [Group Income Protection](#)
- Long Term Care**
  - [Long Term Care](#)
  - [Immediate Lifetime](#)
  - [Secured Lifetime Care Plan](#)
- Group Personal Pension (Including Stakeholder)**
  - [Group Personal Pension \(Including Stakeholder\)](#)
  - [New Generation Group Personal Pension Plan](#)
- Small Self Administered Scheme**
  - [Small Self Administered Scheme](#)
  - [The Friends Life Small Self Administered Scheme - Lifestyle](#)
  - [The Friends Life Small Self Administered Scheme - Select](#)

- The company's description of themselves.
- Head-office contact details.
- A list of the products offered by the company.
- Financial strength ratings for the company, from AKG and Moody's.

Company factsheets have a bar of tickboxes at the top which lets you select which sections of the factsheet to display. Only the ticked sections are included in printed output and PDFs.

Each individual product which is listed in a company factsheet is a hyperlink to the corresponding contract factsheet.

Company factsheets can be opened in a number of ways:

- By searching for a company on the software's home page.

- By clicking on a company name in a research grid.
  - By clicking on the company name in a contract factsheet.
  - By clicking on a company name in the details of a special offer.
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