

# Identity Items

You can use a **Identity Item** to store information about a *person's identity*.

NEW ITEM



What type of item is this?

Identity



Name

Folder



Title

-- Select --



First name

Middle name

Last name

Username

Company

Social Security number

Passport number

License number

Email

Phone

Address 1

Address 2

Address 3

City / Town

State / Province

Zip / Postal code

Country

Notes

CUSTOM FIELDS

⊕ New custom field

Text

OWNERSHIP

Who owns this item?

First Name

Last Name

OPTIONS

☐ Master password re-prompt

Save

Cancel

☆


The following fields are available. Only the **name** field is **mandatory**.

- **Type:** Identity, for Identity Item.
- **Name:** Choose a name that easily identifies the item.
- **Folder:** This dropdown allows you to choose the folder you want to add the login to.
- **Title:** Use dropdown to choose from common titles.
- **First name:** You can add a first name.
- **Middle name:** You can add a middle name.
- **Last name:** You can add a last name.
- **Username:** You can add a username.
- **Company:** You can add a company
- **Social Security Number:** You can add a social security number.
- **Passport number:** You can add a passport number.
- **License number:** You can add a driver's license number.
- **Email:** You can add an email.
- **Phone:** You can add a telephone number.

- **Address 1:** You can add the first line of the address.
- **Address 2:** You can add the second line of the address.
- **Address 3:** You can add the third line of the address.
- **City / Town:** You can add the city or town.
- **State/Province:** You can add the state or province
- **Zip/Postal Code:** You can add the zip code or postal code.
- **Country:** You can add the country.
- **Notes:** You can add notes about this identity.
- **Custom Fields:** You can add one or more custom fields. Learn more about [Custom Fields](#).
- **Master Password re-prompt:** Check this box to be prompted to enter your Master Password to access this login.
- **Ownership:** Choose which Vault owns this item from the dropdown menu. By default it is owned by your Vault unless you choose otherwise.

Who owns this item?



Click the  Favourites button to **add** this item **to** your **favourites**.

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Revision #19

Created 6 November 2023 10:06:00 by WALLIX Admin

Updated 6 January 2025 19:32:42 by WALLIX Admin