Step 1: Log in to your Gridlex App Suite account and click the 'Enterprise Admin Settings' option under the Enterprise Admin tab.

Step 2: Click 'objects' under the Settings section.

Step 3: Click 'Add New Object.'

Step 4: Name the custom object and give it an optional description.

Step 5: Select the entity with which you want to associate the custom object.

Step 6: Right below the save button, you have to map which entities will have access to the custom object.

Step 7: Click 'Save' once you have selected the entities.

How to Manage Fields in the Custom Object?

Step 8: Click on the custom object you just created.

Step 9: Click 'Manage Contract Details Fields'.

Note: "Contract Details" here refers to the name of the custom object you created.

Step 10: Select the custom fields you want to add to the custom object. Once you're done, click 'Save.'

Note: If you want to add custom fields, please refer to this guide: [How to Create Custom Fields in Gridlex App Suite?](#)

How to Manage Custom Object Permissions?

Step 11: Click 'Manage Contract Details Permissions.'

Step 12: Select the units and the type of permissions you want to map. Click 'Save' once you're done.

How to Edit Custom Fields?

Step 13: Click 'Edit' on the corresponding custom object in the List of Objects page.

Step 14: Edit the details as required, and click 'Save' once you're done.

How to Arrange Custom Fields Order?

Step 15: Click 'Arrange Custom Fields Order' on the List of Objects page.

Step 16: Enter the order in which the custom fields appear. The numbers under the Order column represent the order in which they appear.

Congratulations! You have now learned how to create a custom object in Gridlex App Suite.

If you need any help with any feature, data migration of your old data, or anything at all, just email apps@gridlex.com and our team will be here to help you. Remember, that one of **Gridlex's** core values is Customer Success. We want you to be successful.