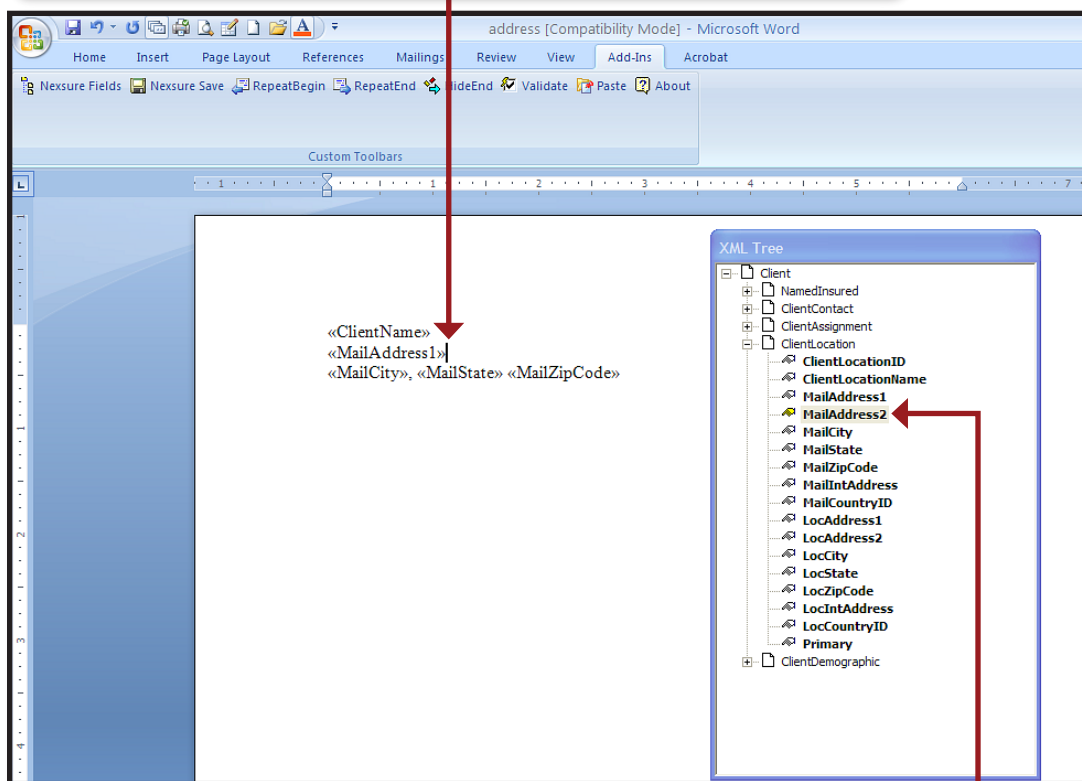## IN THIS ISSUE

✖ Suppress 2nd Mailing Address Line when Blank in Document Templates

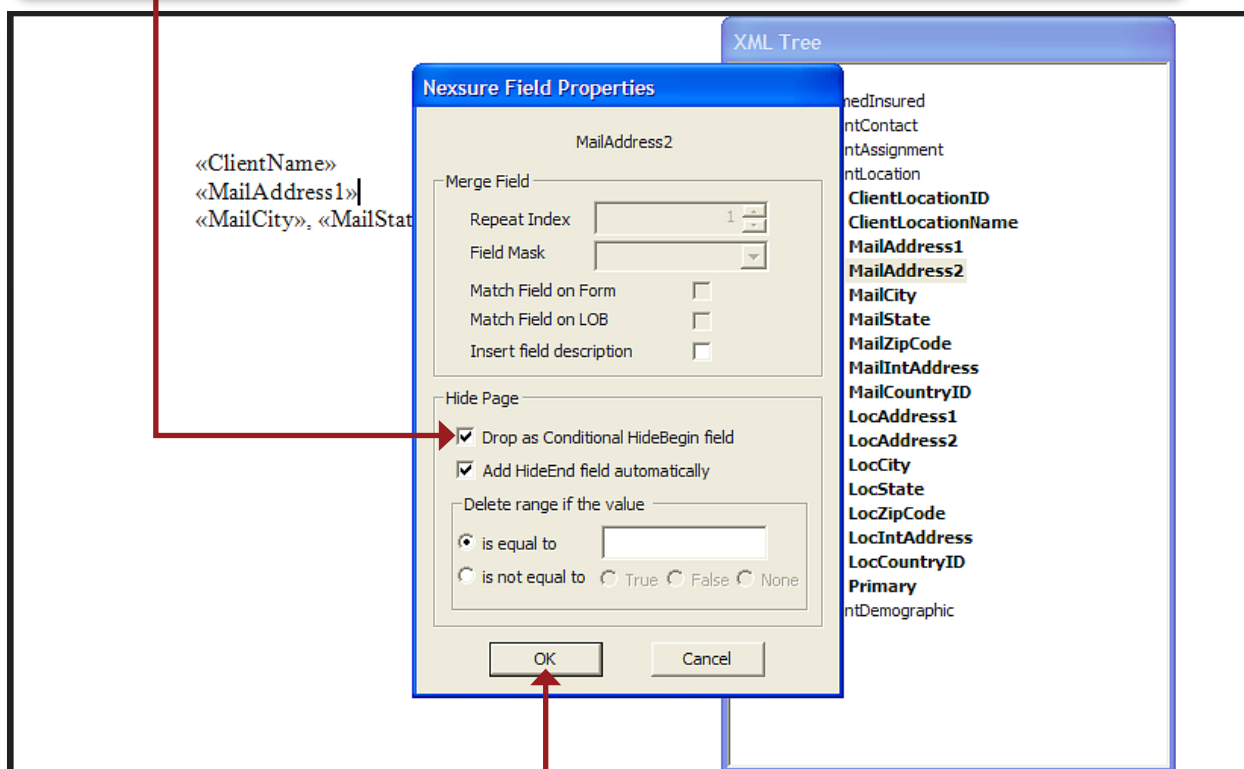## Suppress 2nd Line of Mailing Address when Blank in Document Templates

Suppressing the 2nd line in the mailing address is done by utilizing the HideBegin functionality in Nexsure. Perform the following steps to suppress the 2nd line.

1. Click after the **<<MailAddress1>>** statement to insert the **<<HideBegin>>** statement to suppress or print the 2nd address line.

2. On the **XML tree** under **ClientLocation**, click and drag **MailAddress2** towards the document.

3. In the Nexsure Field Properties dialog box click the **Drop as Conditional HideBegin field** check box. The **Add HideEnd field automatically** check box will be selected automatically, leave this selected. The **is equal to** option is automatically selected and it's box will be left blank since the desired result is to omit anything between the **HideBegin** and **HideEnd** statements if nothing exists.

«ClientName»
«MailAddress1»|
«MailCity», «MailStat

XML Tree

nedInsured
ntContact
ntAssignment
ntLocation
ClientLocationID
ClientLocationName
MailAddress1
MailAddress2
MailCity
MailState
MailZipCode
MailIntAddress
MailCountryID
LocAddress1
LocAddress2
LocCity
LocState
LocZipCode
LocIntAddress
LocCountryID
Primary
ntDemographic

Nexsure Field Properties

MailAddress2

Merge Field

Repeat Index   1

Field Mask

Match Field on Form   ☐
Match Field on LOB   ☐
Insert field description   ☐

Hide Page

☑ Drop as Conditional HideBegin field
☑ Add HideEnd field automatically

Delete range if the value

◉ is equal to [   ]
○ is not equal to ○ True ○ False ○ None

[OK]   [Cancel]

4. Once the **OK** button is clicked the **HideBegin** and **HideEnd** statements are added to the document.

5. The next step is to add the **MailingAddress2** to the document. Click between the **HideBegin** and **HideEnd** statements in the document.

«ClientName»
«MailAddress1»«HideBegin»«HideEnd»
«MailCity», «MailState» «MailZipCode»

XML Tree

- Client
  - NamedInsured
  - ClientContact
  - ClientAssignment
  - ClientLocation
    - ClientLocationID
    - ClientLocationName
    - MailAddress1
    - MailAddress2
    - MailCity
    - MailState
    - MailZipCode
    - MailIntAddress
    - MailCountryID
    - LocAddress1
    - LocAddress2
    - LocCity
    - LocState
    - LocZipCode
    - LocIntAddress
    - LocCountryID
    - Primary
  - ClientDemographic

6. From the **XML Tree**, click and drag **MailAddress2** to the document and click **OK** in the **Nexsure Fields Property** dialog box.

7. Press **Enter** after the **HideBegin** statement and before the **MailAddress2** statement. Do not add any spaces.

«ClientName»
«MailAddress1»«HideBegin»«MailAddress2»«HideE
«MailCity», «MailState» «MailZipCode»

XML Tree

- Client
  - NamedInsured
  - ClientContact
  - ClientAssignment
  - ClientLocation
    - ClientLocationID
    - ClientLocationName
    - MailAddress1
    - MailAddress2

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This will move the **MailAddress2** statement down to the next line with the **HideEnd** statement.

```
«ClientName»¶
«MailAddress1»«HideBegin»¶
«MailAddress2»«HideEnd»¶
«MailCity»,·«MailState»·«MailZipCode»¶
```

When the document is merged and a 2nd address line exists, it will fall directly under address line 1.

```
¶

Busy·Bee·Crafts¶
PO·Box·732¶
2nd·line¶
Brea,·CA·92821¶
```

When the document is merged and a 2nd address line does not exist, the **2nd line** is omitted from the document as intended.

```
¶

Busy·Bee·Crafts¶
4500·Greg·Dr¶
Brea,·CA·92821¶
```